

BOARD OF SUPERVISORS

Brown County



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PUBLIC SAFETY COMMITTEE

Patrick Buckley, Chair
Pat La Violette, Vice Chair
Bill Clancy, Andy Nicholson, Guy Zima

PUBLIC SAFETY COMMITTEE

Wednesday, June 3, 2015

11:00 a.m.

**Brown County Sheriff's Office
2684 Development Drive, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE
ACTION ON ANY ITEM LISTED ON THE AGENDA**

- I. Call meeting to order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 6, 2015 meetings (regular and special).

Comments from the Public.

1. Review minutes of:
 - a. Local Emergency Planning Committee – LEPC (March 10, 2015).
 - b. Public Safety Communications Advisory Board (July 31, 2013).

Communications

2. Communication from Supervisor Nicholson re: Requesting that Brown County Corporation Counsel draft a resolution to the State of Wisconsin in support of drug testing individuals who receive public assistance. *Referred from May County Board.*
3. Communication from Supervisor Buckley re: To have administration work with Door and Oconto County to negotiate a contract with a county that currently has medical forensic pathologists that have the ability to bring on Brown County and its partners. *Referred from May County Board.*
4. Communication from Vice Chair Lund re: Open Session: Discussion and possible action regarding consideration of personnel issues and investigation of problems which have arisen in the Medical Examiner's Department. *Referred from May County Board.*

Public Safety Communications

5. Budget Status Financial Report for March & April, 2015 (unaudited).
6. Budget Adjustment Request (15-36): Any increase in expenses with an offsetting increase in revenue.
7. Director's Report.

Emergency Management

8. Budget Status Financial Report for April, 2015 (unaudited).

Medical Examiner

9. 2015 Medical Examiner Activity Spreadsheet.
10. Budget Status Financial Report for April, 2015.
11. Discussion and possible action pertaining to setting of rates for 2016.

Clerk of Courts

12. Budget Status Financial Report for April, 2015.
13. Standing Item per motion at April meeting– Request for representation from the Clerk of Courts and Courts to attend each meeting through the end of 2015 to provide monthly updates including various reports as requested by this Committee. *Motion at May meeting: To refer to the Clerk of Courts office to meet with Corporation Counsel and come back with a recommendation as to at what point GAL bills should be converted to a civil judgment.*
14. Clerk of Court's Report.

Circuit Courts, Commissioners, Probate

15. Budget Status Financial Report for April, 2015.

Sheriff

16. Budget Status Financial Report for April, 2015.
17. Budget Adjustment Request (15-31): Any increase in expenses with an offsetting increase in revenue.
18. Budget Adjustment Request (15-32): Any increase in expenses with an offsetting increase in revenue.
19. Budget Adjustment Request (15-33): Any increase in expenses with an offsetting increase in revenue.
20. Budget Adjustment Request (15-39): Any increase in expenses with an offsetting increase in revenue.
21. Sheriff's Report.
22. Open Session: Discussion, information gathering and possible action regarding the options available to Brown County for Medical Examiner Services.
 - a. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting for discussion as to contract strategies for the negotiation and bargaining as it relates to Medical Examiner Services pursuant to Wisconsin Statutes Section §19.85(1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - b. Reconvene in Open Session: Discussion and possible action as to options available to Brown County for Medical Examiner Services, and possibly contract negotiations and bargaining determinations.

District Attorney – No agenda items.

Other

23. Audit of bills.
24. Such other matters as authorized by law.
25. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY
PUBLIC SAFETY COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on Wednesday, May 6, 2015 at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI

Present: Chair Buckley, Supervisor La Violette, Supervisor Clancy, Supervisor Zima, Supervisor Nicholson
Also Present: Sheriff Gossage, Cullen Peltier, Doug Marsh, Supervisor Kaye, Supervisor Erickson, Jeff Jansen, Dan Process, Keith Deneys, Chad Weininger, Judge Atkinson, Larry Malcomson, Donn Hein, Dave Lasee, Todd Delain, Neil Basten, John Vander Leest

I. Call meeting to order.

The meeting was called to order by Chair Patrick Buckley at 11:03 am.

II. Approve/Modify Agenda.

Motion made by Supervisor Clancy, seconded by Supervisor La Violette to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of April 1, 2015.

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public. *None.*

1. Review minutes of:

a. Criminal Justice Coordinating Board (February 26, 2015).

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

b. Local Emergency Planning Committee – LEPC (March 10, 2015).

Motion made by Supervisor Clancy, seconded by Supervisor La Violette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

c. Public Safety Communications Advisory Board (July 23, 2014).

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

d. Traffic Safety Commission (January 15, 2015).

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

2. Communication from Supervisor Dantine re: Have the Department review the \$.75 tax by phone company that used to go to county and now goes to state. This was for 911, police and fire departments. *Held for one month.*

Director of Administration Chad Weininger stated that he found that the majority of the votes in the 2009-2010 budget that shifted the fee from police and fire to the counties to the general fund were republican. He also stated

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that there was a question as to whether or not this money could legally be used. Weininger stated that if it is a service fund, it cannot be used, but if it is just the police and fire fee which they did not take, they have the ability to do that legally.

Weininger continued that there was a motion made by the Joint Committee on Finance that failed, but there was a commitment by leadership to allow a bill to move forward later in the session and Weininger felt that the next step would be to increment that in. He stated that the important thing is that the revenue estimates that recently came in are flat and all of the money that they thought they would have to help fund these things is not there and therefore there will not be any major increase in anything else the County is looking for, such as funding for additional assistant DAs and fraud investigators.

Supervisor Kaye asked how much money was involved in this. Weininger responded that he did not have an exact amount but noted it was a substantial amount.

Supervisor Zima arrived at 11:08 am

Kaye asked if a notice would be put into the State to let them know that the County would like to see some of that revenue. Weininger reiterated that there was an attempt at Joint Finance to take the money back that failed, but there were conversations with leadership that said they would be open to allow for some kind of fix, but a fix may have to be staggered over a number of years since the revenue projections that came in are not favorable. Weininger stated that the County can continue to advocate for this at the State as there are a number of groups working on it. Weininger continued that another concern is that they were going to take the money, but then they would short the County on the revenue side so the only way to do that would be to cut somewhere else to take the revenue or have the revenue projections go up. He stated that a bill will probably move forward in this session that will fix a portion of that and it will have to be built up over the next several years. Buckley suggested that this be followed up with in the fall to see if there is any movement.

Weininger also noted that the correctional officers are holding a meeting with State representatives in the area and he thought that it would be helpful after Joint Finance is done with their budget to look at what is in and what is not and then bring them in to talk about specific things such as the jailer piece of it.

Supervisor Erickson commented that he would make a recommendation that a resolution be created that indicates that the County would like this money to be kept in the local counties and be sent to all 72 counties as well as the legislators. Erickson continued that if a legislative meeting is scheduled, it should be done on a Friday around the noon hour because everyone leaves Madison either Thursday night or Friday morning and this would provide the maximum turnout. Weininger stated that most of the Joint Finance piece has been worked out and WCA and a handful of other people have been actively pushing this and there are also a number of counties actively pushing so there is some support but he felt that trying to make a change to anything that is not included in Joint Finance will be difficult.

Buckley thought maybe the Committee should meet with the legislators first to find out where we stand and what we want to go after and then do a resolution from there. To him, a resolution is just a piece of paper. Weininger stated that it was better to get their position to find out where they stand on the issues but he also felt that the important thing would be to have what is important to the Board documented and prioritized to give to the legislatures so that the County's official position is memorialized and then see where they stand on each item and ask them to report. Weininger also felt it was important for the legislators to have plenty of time to understand what the County is asking for prior to any meeting. Buckley asked Weininger to coordinate a meeting and Weininger indicated that he would, but he did not want to overstep anyone.

Supervisor Clancy asked why it is that the County has hired assistant DA's and fraud investigators at their own expense but does not get any credit for the money that is saved, yet the State allows the fraud to go on and that's okay. Weininger responded that in the budget there was an additional half million dollars put towards funding for fraud investigations so that was an increase that was done in Joint Finance. They used to fund \$1.8 million dollars and then it was cut to a half million. Last year there was a bill to give a percentage to cover fraud investigations but this bill failed in the Senate. Weininger felt that Madison believes that top down works better so they want to take

more of the dollars and hire people at this level and work with the local level as they feel there will be better return. They are doing good things like using a data base to track what is happening in other states so people are not going from state to state to collect benefits. Weininger felt that the local level is the better place to spend the dollars because there are people committed to stamping out fraud and the State should put those dollars towards that funding because the return will be much greater. There appears to be a difference of opinion between the administration and the legislation and that is why the Senate and Joint Finance added money, but it is still short by roughly one-third.

Zima asked who thought this was a better way to handle things and Weininger responded that he did not recall, but Zima felt it may be time to shine the light on them and show the stupidity of how they operate. The County has been doing the labor and the State does not seem to recognize it which is ridiculous. Zima felt there should be some sort of scorecard showing what the local people needed as compared to what they got from the State. Weininger noted that Dave Steffen had worked on getting some of the dollars. He felt that some of the legislators do not understand County issues and there are also a lot of legislators that do not have municipal experience or background.

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

3. Communication from Supervisor Erickson re: Create a resolution to send to our state representatives and the governor stating that Brown County doesn't support the idea of legal marijuana for the state; *referred from April County Board.*

Supervisor Erickson advised the Committee that he is not a huge fan of resolutions, but he thought it was important to bring this forward. He stated that he has spoken with Sheriff Gossage regarding this and he feels that if this does pass at the State level, there will be problems. Erickson felt there were enough problems with impaired driving and if impaired drivers are also under the influence of marijuana, there is a completely different process for testing. Erickson continued that now he sees alcohol impaired drivers and some are on their fourth, fifth and six offense with very high BACs, but if marijuana would be passed in the State, there would be the opportunity for people to get ripped on alcohol but also be high on marijuana and have double substances in their system which would make life much more difficult and make these people much more dangerous to the general public. Furthermore, Erickson stated that he has not seen any medical professionals come forward in the news and say that there is a reason to have legalized marijuana. Erickson also noted that he had recently watched a news program on legal marijuana use in Colorado and saw people in a park in Denver where they congregate during the day to smoke. People were going there on their breaks from work and there were people that were so ripped that they could not even tell their names. Some of these people stated that they came every day. Erickson also noted that there is already extra crime going on because of legal growing and the crime element coming in from processing factories being robbed. He would recommend to the Committee that they put forth a resolution stating that Brown County is not interested in legalized marijuana in the State and forward it to the local legislators and the other counties and let all the other counties act on this if they wish to follow our resolution.

Supervisor Zima arrived at 11:25 am.

Buckley stated that in his former career he spent many years in the drug unit and would have agreed with Erickson, however, he had recently spent a week in Colorado and had a chance to talk to people about the legalization of marijuana. Buckley found that the local people did not find it to be as big of a deal as some perceive. He also went to a marijuana retail location and stated that the process to buy a small bag of marijuana is extensive. He stated that before you can check out at the register you have to show your ID three different times. There are rules that need to be followed as to how much you can buy and the hours you can buy. He stated the system is pretty impressive as to how tightly the process is controlled. Buckley continued that people are not allowed to smoke marijuana in public but noted that some departments choose not to enforce that. He stated that the owners of the retail establishment he stopped at owned two retail establishments and six medicinal dispensaries so there must be some doctors writing it. Buckley continued that they pay 24.5% of their sales in taxes and the site he visited averaged 800 – 1000 customers a day. Buckley said that after talking to these people, it was interesting to see a different perspective. Interestingly enough, Colorado recently announced that they are going to take \$10 million dollars of tax money to

study the positive effects this is having on the community. Buckley felt that this is just being thrown out by the State at this time to see how much support it got, but he felt that if legalization does come to Wisconsin, there will have to be stringent rules as to how it is administered.

Zima and Nicholson both strongly disagreed with Buckley. Buckley noted that he never said he was pro-marijuana, he was simply sharing his experience. Nicholson stated that there is a different perspective of the individuals who live in Wisconsin than in Colorado. Zima noted that even the Democratic Governor of Colorado said legalizing it was a wrong move. Nicholson asked if Buckley had statistics as to the number of people who become addicted or the costs associated with withdrawal. Buckley reiterated that he was simply commenting on what he had observed and is just giving a different perspective.

Supervisor La Violette asked where this currently is at the State level. Erickson noted that it has not passed yet and he would like it known that Brown County is against this and see how many counties back us. Zima felt the only way to get the attention of the legislators would be for the County to put aside a half million dollars to fund their campaigns. He felt that anyone who gets stuff done in Madison are payers and it all has to do with money. Zima felt they were all goofballs and unless we get someone whispering in someone's ear in Madison, Brown County will not get what they are asking for and referenced the protective status discussions of past meetings.

Erickson felt that if a resolution was put through as he is requesting that Sheriff Gossage and a number of his associates would contact people in Madison. Gossage stated that he felt that the Badger State Sheriff's Association would support a resolution.

Motion made by Supervisor La Violette, seconded by Supervisor Nicholson for Brown County to create a resolution to send to State representatives and the rest of the Counties stating that Brown County does not support the idea of legal marijuana in the State. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Communication from Supervisor Evans re: To have the Medical Examiner appear before the Public Safety or Executive Committee to explain why private HIPPA information is being leaked from his office to the previous Medical Examiner; referred from April County Board.**

La Violette questioned whether this item could be discussed in open session. Buckley felt it should be handled in a closed session and further, Supervisor Evans was not in attendance at the meeting. Weininger added that HR has looked into this and there is a closed session on the next Executive Committee agenda to discuss this.

Motion made by Supervisor Nicholson, seconded by Supervisor La Violette to refer to Executive Committee. Vote taken. MOTION CARRIED UNANIMOUSLY

5. **Communication from Supervisor Robinson re: As part of the Class & Comp referral have each committee hold a discussion on the philosophy of how this comp plan would be implemented; referred from April County Board.**

- a. **Resolution re: Brown County Classification Salary Range; referred from April County Board.**

Nicholson stated that he had questions he wished to ask Supervisor Robinson, however Robinson was not in attendance at the meeting. Nicholson would like to insist that Robinson be in attendance at the next meeting.

Weininger advised that other Committees handled this by talking about how they would like a class and comp program created and things such as a pay matrix were discussed as to how to get employees to move up to marketplace if they are below market and factoring in of education. Weininger thought that this Committee could discuss how the corrections officers are handled and where to bring them in pay wise. He continued that some Committees have spent considerable time on this, but the discussions have been all over the board. Weininger stated that the administration has also had conversations with department heads but, although he cannot speak for Supervisor Robinson, he thought the purpose of his communication was to start having discussions on the compensation and where the County wishes to be, whether it be below minimum, at minimum or above minimum and how to get employees where the Board wants them to be and how to handle different scenarios. The most conversation on this was at Human Services and they went pretty in depth at that meeting.

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La Violette stated that she could not speak for Robinson either, but she thought his intent was to give members of the County Board an opportunity to feed into the class and comp plan and he felt it would probably be best done by the Committees that oversee the particular departments as they would know more about it and if they wished to comment or make suggestions, this would be the opportunity to do that. She continued that there are charts showing how many employees were at minimum, how many were below and how many were above and consideration should be given to how fast the County would want to bring people who are doing the same job and receiving \$3,000 less than others doing that job, to where they should be.

Buckley felt that the input has to come from the department heads who have to work on it. Zima stated that he resents the communication and quoted a former professor of his who said, "every question is a half formulated proposition". He read Robinson's communication and felt that what Robinson was asking was for the Committees to say how they thought it should be implemented and some of the Board members do not think it should be implemented at all. Zima stated that what the Board should be looking at is the turnover rate and figuring out the areas where there is a high turnover and the reasons for it so any problems can be corrected. If it is found that everyone is quitting because they can't stand the person they are working for, then changes should be made and that person should be sent to some training or whatever it is. If there is turnover because people are leaving for another job somewhere with better pay, then that has to be examined and the positions may need to be brought up to the marketplace. Zima stated that \$70,000 was spent on the study, which he was not in favor of, because he's been through this before. It is always justification for someone to figure out how to get better pay, but the study showed that the County average is 3% above the averages. Zima continued that there are different reasons people stay at a job and he felt that if the County is running properly, you should look at where the turnover is and see if there is a problem there and if there is, the problem needs to be address and adjustments made. Buckley stated that the department heads and HR should be addressing the issues that Zima discussed and Zima responded that he felt the problem was with HR.

Motion made by Supervisor La Violette, seconded by Supervisor Nicholson to refer to the June meeting. No vote taken.

**Motion made by Supervisor Zima, seconded by Supervisor Nicholson to receive and place on file. Vote taken.
Ayes: Buckley, Zima, Nicholson Nays: Clancy, La Violette MOTION CARRIED 3 to 2**

6. Communication from Supervisor Zima re: Request that Human Resources Department provide each standing committee statistical information as to what the county employee turnover rate is by department and the corresponding reason for turnover; *referred from April County Board.*

Weininger provided the Committee with a copy of the turnover numbers, a copy of which is attached. He indicated that the County's overall turnover rate is 11.69% and the average in the nation is 17%. He noted that in the first page of the handout, the column on the left shows the number of employees in each department and the right hand columns show the turnover for 2012, 2013 and 2014. The remainder of the document breaks down by department the reason for leaving, the date left and the job titles. He noted that they could not list terminations for HR reasons. Weininger continued that HR is looking at how they do their exit interviews because what they currently do is send out a form but the return rate is very small. They will be looking into doing exit interviews by telephone call. Weininger also noted that the resignations listed could be for voluntary reasons as opposed to terminations. Zima stated that resignations could be anything from termination to an employee getting a higher paying job somewhere else. Zima continued that he has talked about this in the past. He stated that HR cannot analyze the departments because they have not figured this out. He felt that sending a form after someone left is not a good way to conduct an exit interview. He would like to see the exit interview made to be part of a condition of employment that if you part from the County for any reason other than termination that you are required to do an exit interview and give your reason for leaving. If an employee would not participate in the exit interview he felt that money should be withheld from an employee's final paycheck. This would allow the County to have a tool that HR can manage. He is talking about the most practical, simple way to fun the departments. Zima felt this would be the simplest way to solve the problems and the County should want to know why people are leaving, whether it's for money or other reasons so problems can be fixed.

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Buckley stated that there are a lot of laws in the HR world that does not make this that simple. He stated that you could have someone come in on the last day to do an exit interview which would take manpower away from other duties. Weininger noted that moving forward HR is looking at changing the process and will be make better contact to get better documentation. Weininger stated that the handout still shows the trends of employment in such areas as the telecomm operators, correctional officers and social workers. He also noted that seasonal employees are listed on the handout. Zima asked Weininger if he thought it was wrong to require an exit interview as part of employment and Weininger reiterated that HR will be changing their process on this. Zima felt things were a lot simpler than what the County makes it out to be. He continued that the class and comp is being shoved down the throat, even though some people may be underpaid, but if turnover because of pay is not a problem, then it would appear that there are other problems in working for the County. Zima stated that dealing with the County administration is like dealing with the State legislators.

Nicholson stated that he shares the views expressed by Zima and in his experiences in working with a police department in a different state and also in Wisconsin, he was required to give an exit interview as part of employment. He did not know what the penalty was if an employee did not show up, but he noted that the interview only took 10 – 15 minutes. Nicholson did not understand why it is taking HR so long to get a handle on this. Weininger reiterated again that they are revising the process to get the return rate on the exit interviews up so they can use it as a management tool.

Buckley felt that the new HR Director, who has years and years of stuff to clean up in the department, has to be given the opportunity to get this done. Weininger noted that by the next meeting he should have more information on this.

Motion made by Supervisor La Violette to receive and place on file. No second; no action taken.

Motion made by Supervisor Zima, seconded by Supervisor Nicholson to refer to staff to come forward with a plan as to how to make exit interviews an integral part of a person's employment with Brown County and advise the County Board. Vote taken. MOTION CARRIED UNANIMOUSLY

Public Safety Communications

7. Director's Report.

Public Safety Communications Director Cullen Peltier apologized to the Committee for not having financials included in his report and indicated that the Officer Manager was out on medical leave but the financials will be included in next month's report.

Peltier commented on the exit interview discussion and noted that his department has been conducting exit interviews for over a year and he felt it works well at the department level and they get good feedback. He stated that typically what they do when they get a resignation is they talk to the person and then they also send out an exit interview survey and they get pretty good return of the forms. He noted that employees are typically pretty open and honest as to why they are leaving. He understands there is high turnover in his department and although they were within the national average range, his goal is less and they are not meeting that. They do dig into why employees are leaving and they have found that going back to May of last year, 44% of the turnover is attributed to people wanting to work 9 – 5 jobs Monday through Friday, even if they take a pay cut. Peltier noted that that is a place they struggle because they cannot change the holidays and the schedule due to the 24/7 nature of the job. He also noted that there is turnover in the training portion and some just do not make it through the program and get cut. Peltier continued that they also had three retirements this year and there are also other reasons people leave. He thought the exit interviews at the department head level work well and they will continue to do it as he felt the interviews provide valuable feedback. Zima asked Peltier if pay was a factor in the turnover rate and Peltier said it did not appear to be. Zima reiterated that he felt exit interviews should be a condition of employment for all employees.

Peltier continued his report by stating that his department is currently down two full-time employees but these positions should be filled towards the end of the month. Work flow meetings have been done for the CAD and phone systems and contracts are under negotiation in Purchasing. They had a good National Telecommunicator

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Week with good attendance at the recognition ceremony. He also stated that they had a mass casualty drill at St. Norbert College and they ran the drill out of the backup center at the Airport. There were some training issues that were discovered and they will continue to work on those. Peltier continued that Green Bay is still in the process of updating radios and most of the reports they have gotten over the past few months have all been mobile radios and they continue to work on this.

Peltier continued that his department will be moving over to the Kronos system on Sunday and he wished to thank HR staff for their help on this. Finally, he noted that Melissa Spielman has been appointed as Interim Emergency Management Director and they are in the process of hiring a new Director. They have reviewed applications and there are about seven qualified applicants.

Motion made by Supervisor La Violette, seconded by Supervisor Nicholson to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Medical Examiner

8. 2015 Medical Examiner Activity Spreadsheet.

Interim Medical Examiner Jeff Jansen reviewed the numbers contained on the month spreadsheet and indicated that case investigations were down in April from a high of 91 in March. There were two autopsies conducted which is low, but he noted that there have already been two more this month. Cremations and hospice are remaining close to the same and there was also one suicide and one homicide. He explained that the homicide was a person that was shot more than 30 years ago in a crime which left her quadriplegic. She died of complications of quadriplegic and therefore for reporting purposes pursuant to vital records requirements the death is ruled a homicide.

Motion made by Supervisor Nicholson, seconded by Supervisor La Violette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Budget Status Financial Report, April, 2015.

Jansen noted that the budget status report contained in the agenda packet is for March, not April as the April numbers were not ready. He continued that the revenues are down and the case numbers are also down. He noted that they bill for signing death certificates and cremation permits and when those numbers are down, the revenues go down. Jansen stated that these figures fluctuate and he is confident that the numbers will be in line before the end of the year. With regard to expenditures, his office is right on track and the numbers are where they should be compared to the budget and last year's figures.

Jansen also asked to bring another issue to the Committee's attention. He stated that funeral homes receive \$1,500 from the State for expenses for all people on Medicaid or the Wisconsin Works program, but the Joint Finance Committee has added language to the proposed budget that states that Medical Examiners will no longer be able to receive their fees for death certificates and cremations from the funeral homes out of those funds. Jansen continued that the State also intends to freeze increases in fees for two years and after that two year period, fees could only be increased by the consumer price index.

Buckley stated that because this item was not on the agenda the Committee would not be able to take action and suggested that Jansen deal with Weininger on this. Jansen noted that when the budget gets passed at the end of June or early July the chance to increase fees is gone, so this is on a very short timeline.

Jansen continued by asking if he was able to pass on information from the US Department of Health and Human Services regarding the definition of HIPAA information to be sent to the Executive Committee. Buckley stated that he could do that and Jansen read that the language is that "The privacy rule protects all individually identifiable health information. Individually identifiable health information is information including demographic data that relates to the individual's past, present or future physical or mental health condition, the provision of healthcare to the individual or the past, present or future payment for the provision of healthcare. The identified information is health information that neither identifies nor provides a reasonable basis to identify an individual from that information". Buckley stated that this would not be discussed any further at this time.

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**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Clerk of Courts

10. Budget Status Financial Report for March, 2015.

Clerk of Courts John Vander Leest, Judge Atkinson and Financial Operations Manager Neil Basten addressed the Committee. Vander Leest indicated that March numbers look in line and there is nothing out of the ordinary.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

11. Standing Item per motion at April meeting– Request for representation from the Clerk of Courts and Courts to attend each meeting through the end of 2015 to provide monthly updates including various reports as requested by this Committee.

Vander Leest provided the Committee with the Courts Annual Report for 2014 as well as a sheet showing the status of items requested by the Committee, copies of which are attached. The tax intercept numbers and GAL totals were included in the agenda packet.

Basten explained the tax intercept process. He explained that every week he runs a report of debts that are assigned and if there are past due debts that have not been sent to the State for certification, he sends the debts in to certify with the State. The debt stays with the State until it is paid in full and usually what ends up happening is when someone receives a letter saying that their debt is certified with the State they come in and pay their bill and it is said and done. For those who ignore the notification or do not pay for some other reason, when a person submits their tax return, they get a notification that comes up that says the refund is being held because they owe money to the County. Basten continued that they receive tax intercepts beginning in January and right up through the end of the year.

Vander Leest noted that in 2013 they collected over \$578,000 and in 2014 there was \$554,000 collected. Year-to-date for 2015 they have collected \$377,000. He noted that they cannot intercept federal taxes, only State taxes. Vander Leest stated that a lot of Counties utilize this feature to collect on unpaid money.

Vander Leest continued that attorney totals for GALs for 2013 and 2014 are included in the agenda packet by law firm. He noted that there are GAL fees for family cases, paternity, probate and juvenile cases. He noted that sometimes bills become large if it is a family case with issues involved such as child abuse which results in the GAL having to do a greater amount of work for the safety of the child. Most cases do fall within the general guidelines for family and paternity and they do try to collect on the family and paternity cases. Vander Leest stated that the County pays the attorneys and then they try to collect if the deposits do not cover the costs. With regard to the probate cases, if the State has resources they try to collect as well, but for the most part they do not really receive much this way. Vander Leest continued that there is a small amount that they are required to pay and they are still trying to collect on that and there is \$20,000 - \$30,000 outstanding. For the most part, the probate cases are indigent people and the State does not have the resources. Vander Leest said there are some larger amounts on the handout, but the averages are noted. He continued that they also do not collect much on the juvenile cases and typically a juvenile case is completed in a certain time period and it is not an ongoing thing. Vander Leest noted that juvenile crime is trending upward which will obviously result in more GAL bills for juvenile cases.

Nicholson asked if the payment hearings were part of this process. Vander Leest responded that the judges have been working on a process to collect the unpaid bills and he deferred this to Judge Atkinson. Judge Atkinson noted that he had provided an overview to Buckley which explains the process, a copy of which is attached. Judge Atkinson stated that there are two methods available for use as discussed in the overview. Both have been used by different judges. One method is the power of contempt of court. When a person is ordered by the Court to pay back a GAL fee and the person willingly fails to do so, the Court can set up a contempt hearing and find the party in contempt for not complying with the order. This is the minority of the cases because the general policy has been to give

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people 180 days to pay GAL fees. If the fees are not paid in that time, a civil judgment is entered. Once the outstanding fees are converted to a civil judgment it is beyond the contempt powers of the Court and is treated as any other civil judgment. These judgments are collectible by garnishment or execution or the tax intercept process.

Buckley asked if it would be possible to cap the amount of the bills that a GAL can ring up. Judge Atkinson stated that this is not possible and continued that the law requires that the GAL be appointed. In a divorce action, for example, the GAL has an obligation to represent the kids and the Judge is not able to put a limit on the bill and limit the time allowed to conduct an appropriate investigation to protect the kids. The Judge does have the discretion to bring the GAL in front of him to ask why more money is needed beyond the deposit and the GAL would then have to provide specific reasons why they need to go above the deposited amounts. Judge Atkinson stated that he is required by law to use his discretion and weigh the specific facts of a case to determine how much time a GAL should be given to investigate.

Buckley asked if the County would be better off by employing their own GALs to take care of these matters rather than using the private sector. Judge Atkinson stated that that is also addressed in the overview. He continued that that was tried in 1995 and at that time they used six GALs and gave them a specific amount of money. This did not work well and it was discovered that the kids were not getting fair and adequate representation because the attorneys knew what their income would be and realized that if they spent more time on a case it was not cost effective. Buckley stated that what he was referring to was the County hiring attorneys as County employees. Judge Atkinson stated this could be done, but he felt the issue would still remain that if fees were capped at a certain amount so they know what their income is, they will in a sense reduce the services based upon the income. He did think if a well thought out process was put in place, this could work, but a determination would have to be made as to what is a true amount of hours necessary to adequately represent the cases. Buckley stated with all due respect to the judges, the Board is trying to manage the budget part of it, and the County is not going to get anymore relief from the State and he questions where the money is going to continue to come from, especially in cases where people do not have the opportunity to pay. In different cases where deposits are requested and the parties have the ability to pay, we need to start holding people more responsible. Judge Atkinson stated that in the long term on the GAL fees, the County is actually in the black given the amount that is paid by the State each year. Buckley asked Judge Atkinson where he felt cuts could be made when the Clerk of Courts office comes in \$300,000+ in the negative. Judge Atkinson stated in his opinion changes should not be made. He continued that the Committee needs to realize that there is a certain amount of money that is necessary to spend for the benefit of the children of Brown County. The GALs are not advocating for the mother or father, but are for the benefit of the children and there is a requirement that the money be expended. He wished that he could come in at a budget figure the Board thinks they should come in at, but the reality is that things are going to be more. He noted that Brown County has an aging population and there are probate matters as well as guardianship and protective placement files that need GALs. There are costs incurred by life and these are costs that are incurred pursuant to statutes and are not controllable in all instances. Buckley stated that the Judge also needs to understand that outside of a few departments in the County, the Board takes care of the masses and this is not an unusual situation and the Courts are not being treated any differently than any other County department when it comes to the budget.

Vander Leest noted that Judge Hinkfuss mentioned the fact that other states have language that allows the discretion to the judge and that instead of stating that they *shall* appoint a GAL they say they *may* appoint a GAL. This way the judge could use their discretion in repeat cases as to whether to appoint another GAL or not. Vander Leest has this language and felt this would be an idea to help control some of the recurring cases. Judge Atkinson added that often the request for the appointment of a GAL is made as an offensive tactic by one of the parents. He would like the law to be that he had the discretion to appoint a GAL because he knows when a party is using the appointment of a GAL as an offensive weapon, but he has no control. As soon as the parties say there is an impasse in custody he is mandated to appoint one.

Nicholson personally knew of two cases where the GALs were not representing the best interests of the children and were being used as more of a weapon and this is not appropriate. He asked if Judge Atkinson is asking for the language to be changed with regard to discretion to appoint from *shall* to *may*. Buckley felt this would be a step in the right direction. Nicholson also asked how the hearings were going to recoup the GAL costs. Atkinson responded that almost all of the orders for outstanding GAL bills have been converted to civil judgments. These judgments are owned by the County and Corporation Counsel would have the responsibility to enforce them as they are the

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attorney for the County. Judge Atkinson added that the Judge cannot take an active role in assisting the County in collecting these judgments. Even though Judge Atkinson is a Brown County Circuit Court Judge, he is not in a sense part of Brown County, the political entity, and therefore cannot give favor to Brown County or any other municipality. Judge Atkinson continued that he can only bring someone in to Court for willful non-payment of a GAL bill if the bill is less than 180 days old and has not been turned into a civil judgment. The judicial system is an adversary system based upon having two parties in a case. As such, although the Judges have some authority to do things on their own initiative, they would need Corporation Counsel to advise the Court that they believe a person is in contempt and why before they can be ordered into Court to allow the defendant to state why they have not paid. Corporation Counsel could also pursue other remedies such as garnishment to collect on these judgments.

Judge Atkinson continued that three of the judges set up hearings to review past due GAL bills, but upon review of all of the cases, they realized that there was an ethical violation question in ordering someone in as it may give the appearance that the Court already decided there was contempt, when what they really need is for Corporation Counsel to file a motion for contempt. Judge Atkinson continued that the judges told Corporation Counsel that they would provide them calendar time for garnishment actions or contempt actions on GAL bills. Nicholson asked if it was Atkinson's opinion that all of the judges should be holding hearings. Atkinson noted that all of the judges will give time for Corporation Counsel to pursue collections of GAL judgments, but the other judges waited to schedule hearings within the 180 time period to see how it went with the three that did the hearings and the legality of the hearings was determined.

La Violette felt this was a very interesting discussion but stated that it sounds like many of the Committee's questions were answered in the report that was sent to Buckley, and she suggested that the discussion be continued next month after the Committee had a chance to review the report. She also noted that she was very pleased to know that the County was in the black as far as the GAL bills.

Zima asked if his understanding that the majority of the GAL bills that have not been collected have already been converted to civil judgments and there is no way to collect them except through the Corporation Counsel office and Judge Atkinson confirmed that that was correct. Zima questioned if "the juice is worth the squeeze" in spending money on Corporation Counsel's time to collect less than is being spent. Zima asked if it was a law that the GAL bills go to civil judgment after six months or if that was a local rule. Judge Atkinson responded that it is a local rule and Zima felt that the 180 day timeframe should be extended. Judge Atkinson felt that that issue should be had between Corporation Counsel and the Clerk of Courts. He noted that in the past Corporation Counsel was responsible for all of the collections, but then they transferred it over to the Clerk of Courts office which may not have been well advised because Corporation Counsel is the more appropriate way to handle it. Vander Leest stated that he investigated some of the larger bills owed and found that some of these people have homes and the civil judgments do result in a lien against real property. Judge Atkinson also stated that he had spoken with Corporation Counsel about sending out letters to those who are not paying their GAL bills as this may motivate people to pay. In reality, Judge Atkinson stated that most of the people cannot pay their bills due to the circumstances they are going through. He also stated that he has started creating a monthly payment provision at the conclusion of a case. Further, Judge Atkinson stated that they also require the GAL to submit their bills prior to the final divorce hearing so everyone knows what the bill is and they also know what the assets are to help in determining ways the bills can be paid and orders can be made appropriately and both judges that currently hear family court cases are on board with this.

Vander Leest stated with regard to the private pay attorney cases and how much is remitted for GAL fees, there is not an easy way to look this up other than going through every branch case which would not be a good use of time and he does not feel this is something that can be captured. The last request is with regard to budget strategies for the next budget and the intention was that the County Executive would be involved with those discussions. Vander Leest noted that there have also been discussions regarding changes to the legislation and he would recommend a resolution for that as the State legislators would be able to make the change and he can provide them with the appropriate language. Buckley asked Vander Leest to discuss this with Corporation Counsel at the time he is discussing the period of time GAL bills are converted to civil judgments. Buckley advised Vander Leest to work on the appropriate resolutions and bring them back to this Committee.

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Motion made by Supervisor Zima, seconded by Supervisor Nicholson to refer to the Clerk of Courts office to meet with Corporation Counsel and come back with a recommendation as to at what point GAL bills should be converted to a civil judgment. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Clerk of Court's Report.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Circuit Courts, Commissioners, Probate

13. Budget Status Financial Reports for January, February and March, 2015.

Motion made by Supervisor Clancy, seconded by Supervisor Nicholson to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

District Attorney

14. Departmental Openings Summary for March, 2015. *Held until the May meeting.*

District Attorney Dave Lasee indicated that the open position for the Office Manager has been filled.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

15. District Attorney's Report.

Motion made by Supervisor Nicholson, seconded by Supervisor La Violette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Sheriff

16. Budget Status Financial Report for March, 2015.

Sheriff Gossage indicated that his Department is currently at 23.4% of the budget for overall expenses which is on track to meet budget.

Motion made by Supervisor Zima, seconded by Supervisor La Violette to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

17. Key Factor Report thru March, 2015.

Chief Deputy Delain reported that Jail population has been down a little bit compared to last year's numbers.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

18. Jail Average Daily Population by Month and Type for the Calendar Year, 2015.

Motion made by Supervisor Zima, seconded by Supervisor Nicholson to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

19. Update from Engineer Doug Marsh re: building construction at Sheriff's Department.

Engineer Doug Marsh provided an update regarding the building construction at the Sheriff's Department; see attached copy. Buckley asked what happened between fall and spring that prohibited the building from going up.

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Marsh stated that winter conditions prevented work from being done. Buckley asked if there was a time table for all of this and Marsh answered that there is a schedule and he would provide the same to Buckley.

Buckley also questioned the float time and noted that he can understand float time for weather related issues, but the issue seems to be more of a supply matter that could have been taken care of over the winter. Marsh responded that the metal building was not delivered to the site until March and it was not discovered that the right materials were not included until they began separating the stockpile of delivered items. Marsh continued that the order was checked in to see that the materials matched what was ordered, but the subcontractor who is doing the construction of the building did not discover the error in materials until the construction started. Buckley asked what was specified in the contract as a completion date and Marsh responded that he felt it would be done by the end of May and the contract states the completion date is June 1 but there is no penalty if the building is not done by that date. Marsh continued that the County has worked with SMA before and they are highly motivated to complete the work. Marsh stated that SMA does progress billing and work that was done in the fall has been paid for but he has not received a request for payment this spring but anticipates this to come at the end of the contract.

Buckley asked Marsh who does the contracts for the County and Marsh responded that Purchasing did the contract and it was a standard contract. Buckley said that many contracts contain penalties if a project is not done on time and Marsh responded that the contract does not contain such a clause. Buckley continued that typically if a supplier makes a mistake, they will correct their mistake and Buckley would like to know what is taking the supplier so long to make good on their product. Marsh responded that the general contractor has been in contact with the supplier and is not getting a definitive response from the supplier. Both Zima and Buckley felt that Marsh should contact the supplier to find out what is going on. Marsh stated that he will call them, however he pointed out that the County does not have a contractual agreement with the supplier and there is a chain of command that he is trying to work through. Buckley still felt that Marsh could call the supplier to verify that this is going to be rectified quickly as the building needs to be completed.

Motion made by Supervisor La Violette, seconded by Supervisor Nicholson to receive and place on file. Motion withdrawn by Supervisor La Violette.

Motion made by Supervisor Zima, seconded by Supervisor Nicholson to hold for one month. Vote taken. MOTION CARRIED UNANIMOUSLY

20. **Update re: Jail Staff Protective Status. *Motion at April Meeting: To hold for one month and send this to the Director of Administration and Corporation Counsel to draft a resolution that will be handled at a special meeting the week of April 6, 2015.***

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

21. **Sheriff's Report.**

Gossage advised the Committee that his Department is working some prostitution and human trafficking issues going on and ICAC investigations are also going on. He also noted that they had received a search warrant in the Propokovich case and brought the crime lab in to look for any evidentiary evidence.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

22. **Open Session: Discussion and possible action regarding personnel issues which have arisen in the Sheriff's Department regarding a specific employee:**

- a. **Closed Session:** Notice is hereby given that the above governmental body will adjourn into closed session on the above Item Number 12 pursuant to Wis. Stat. §19.85(1)(f) which authorizes a closed session to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons...if

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discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, or data, or involved in such problems or investigations.

Motion made by Supervisor Zima, seconded by Supervisor La Violette to enter into closed session. Roll Call Vote Taken: Zima – aye, La Violette – aye, Nicholson – aye, Clancy – aye, Buckley – aye. MOTION CARRIED UNANIMOUSLY

- b. Reconvene in Open Session: Discussion and possible action regarding personnel issues which have arisen in the Human Services Department regarding a specific employee.

Motion made by Supervisor Zima, seconded by Supervisor La Violette to return to open session. Roll Call Vote Taken: Zima – Aye, La Violette – Aye, Nicholson – aye, Clancy – aye, Buckley – aye. MOTION CARRIED UNANIMOUSLY

No action taken.

Emergency Management – No agenda items.

Other

23. Audit of bills.

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to audit the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

24. Such other matters as authorized by law. *None.*

25. Adjourn.

Motion made by Supervisor Nicholson, seconded by Supervisor La Violette to adjourn at 1:50 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary









PROCEEDINGS OF THE BROWN COUNTY
PUBLIC SAFETY COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a special meeting of the **Brown County Public Safety Committee** was held on Wednesday, May 6, 2015 at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI

Present: Chair Buckley, Supervisor Zima, Supervisor La Violette, Supervisor Clancy
Excused: Supervisor Nicholson
Also Present: Supervisors Kaye, Landwehr, Robinson, Erickson, Fewell; Chad Weininger, Troy Streckenbach, Dr. Tranchida, Barry Irmen, Rob Charapata, Avi Berk, Wenzday Neher, Shawn Neher, Charlotte Gillis, Laurie Pfothenhauer, Andy Pfothenhauer, Michael Pfothenhauer, news media and other interested parties.

I. Call meeting to order.

The meeting was called to order by Chair Patrick Buckley at 5:30 p.m.

II. Approve/Modify Agenda.

Chairman Buckley informed this was an informational meeting to discuss options with the Medical Examiner's (ME) office. They weren't looking at taking any action, looking to put out some thoughts and get some comments.

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY

Comments from the Public.

Rob Charapata – Rhodes-Charapata Funeral Home & Crematory

Charapata informed that Brown County ran Oconto County's system currently. He informed that he had a few concerns, one being that they were taking bodies on road trips around the State of Wisconsin and the convenience of that for families as far as having funerals, the timeliness of those bodies being returned to them, and the condition of the bodies. Right now the system worked very well, they had a death, things happened locally, they were able to bring people back to their funeral home within a day and they could do the embalming and have everything done in a timely manner. They weren't waiting two or three days to have someone come back. Was Dane County going to put their autopsies in with theirs or put theirs first? And at what costs to the families emotions was that? Buckley was confident that the presentation would answer those questions.

Avi Berk – Attorney at Peterson, Berk & Cross

Berk informed that he was a lawyer in town as well as a concerned citizen. He addressed the board several years ago regarding this issue. He stated that unfortunately he had to deal with the current office. He had some concerns from a qualification standpoint as well as a professionalism standpoint. He didn't want to go over past history but it was his reading of the Wisconsin Statutes and the Attorney General's opinion, a Medical Examiner (ME) had to be a forensic pathologist. The statutes required them to do certain things like autopsies, the ability to testify in court as an expert witness in a field of pathology, to do examinations and tests. They currently did not have anyone in that office qualified. Either they go back to an elected Coroner or they go to a ME. What they had now was not a ME system. In this community they had almost every subspecialty that existed. They advanced so far, but yet in an area at a time that was very critical to families, they don't have a qualified Medical Forensic Pathologist making decisions that were so critical.

Berk had been involved in litigation and had dealt with the lack of professionalism in this office. He had to go through a lengthy period, a trial, representing a family that fortunately had the will to pursue where a ruling was made that a death was suicide when in the ME's own handwriting stated no indication of suicide intentions. The ME also told the family and investigating police officers that he didn't believe that this was suicide yet he ruled it a suicide. Berk had been consulted by other families who, for whatever reason, financial, etc. didn't have the strength and time of grief to pursue it. There had been several in the last 8-10 years who had rulings by this local

ME's office that they strongly disagreed with. If they wanted to raise the credentials of this office and of this community he felt they needed to go to a real ME system or go back to an elected Coroner. Right now they had an appointed Coroner which he didn't believe was appropriate under the law. He felt they deserved better, the community deserved better. He knew there was always a question of cost but he felt that having an ME here would improve the quality in this community.

Wenzday Neher – 1305 Portside Lane, Green Bay

Neher provided a picture of her 15 month old son who passed away. He was her life and only child. Saturday would have been his 10th birthday and they still didn't know the answer as to why he died because his death certificate was still "undetermined". If they had an ME, a Coroner, a Doctor, this might have never happened. They went through so much in a short period of time with the office. They lost more than a son; her husband was held in jail for five weeks and then when there was no proof of anything he was told to forget about the last five weeks. They lost their chance of buying a home, her husband lost his job, and he hasn't been able to find one since because Channel 26 did a report about a suspicious death saying that her husband was in the room at the time casting doubt. The current ME stated that 95% of the time they were right; she was the 5% where he was wrong. No retractions were ever made, no apologies were ever made. She fought tirelessly to get her husband out of jail and then waited while her son sat in the freezer until the ME's office ruled his death certificate. Six months her son sat in a freezer. She questioned, what if that was your child or your relative, how would you feel? Would any amount of money be worth it for this county to take care of these issues? She thought so! Neher informed that she sat and conversed with the ME's office back and forth. It went from the District Attorney's (DA) office supposedly wanting more expert testimony, sending her son's things here and there, but none of that ever happened.

They later found out when they tried to sue the Center for Disease Control and Prevention (CDC), because the ME said that maybe it was the vaccinations, a Medical Pathologist looked at her sons records and said that he died from a virus that caused a seizure which caused his death. This was exactly what the Coroner who did her sons autopsy also told the ME, stating there was no foul play. She felt they wanted to play CSI Green Bay with her son and lots of other families that she had talked to over the last nine years, who had also been through this.

They don't want anyone else to go through what they went through. They don't have the money to sue Brown County to change a death certificate. Anyone at any time could pull this back out and take a look at this case. They were never at rest. They never had peace because they didn't know when that nightmare was going to start again. They lived in fear for years that something like that would happen. As a taxpayer, she'd be willing to pay a couple extra pennies in taxes to have someone competent that could do an autopsy right here. Not be told that they had to hurry up and hold their child for a half an hour because the guy who was going to do an autopsy happened to be in town and if they didn't want to have to wait another three or four weeks to bury their child, they had to get him over there now. They donated his valves, and because the ME wouldn't sign off on the death certificate, that gift was rendered nothing. When he finally did, they had their son cremated because they had to make sure that they weren't going to pull something or keep him as evidence. How would you feel if every night you dreamed about your baby crying in a freezer asking you why this was happening? The system was broke, they knew it was broke, they saw it. You see homicides on TV all the time, but you never hear the story after, when they made a mistake. They never retract those kinds of things. So you can ruin people's lives and go on with your day. When they signed for the CDC, Sudden Unexplained Death in Childhood (SUDC) contacted the ME, the ME refused to look at their information. They took their son's samples and looked at them and said this was definitely a SUDC case. IT was very sad and it hurt and it haunted them, nine years, nothing. They didn't want another family to go through this, to feel the pain, the ache, the worry, the anxiety, especially when it could be avoided by having someone here that was competent enough to do those autopsies and give an answer and put closure because until that death certificate was changed, they weren't going to have closure and either would those other families.

Charlotte Gillis – Funeral Director, Blaney Funeral Home, Green Bay

Gillis believed that Dane County was helping Monroe County with an autopsy on a suspicious death but that the county wouldn't release the body to be cremated. They were at eight weeks and probably had three more weeks to go. Things like this happen, it was very unfortunate and this family cannot put their son to rest. She can't say that the Coroner system or the ME system in Dane county will be expedient for their families. Dr. Tranchida responded that it might be a University of Wisconsin case, not Dane, as they hadn't done any cases from Monroe County yet at the Dane County ME's office.

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Laurie Pfotenhauer – Pfotenhauer Funeral Home, Green Bay

Pfotenhauer stated that it was sad to say that there were more families out there with death certificates listed as undetermined. It was more common within our county, our own taxpayers than when someone dies out of the county. She felt far more cases needed those answers. They needed things done here and done locally. The problem that they had with the system, it didn't seem like they had qualified people running the office. What qualifications did they need, a high school diploma? How can people with a high school diploma come up with a cause of death? They needed accountability, someone who was qualified and consistent accuracy within this system. Their funeral home was accountable to these families, families in pain and hurting who weren't getting answers. Pfotenhauer informed that they had more families that were present but too upset to speak. They had death certificates from a year or two ago that were still listed undetermined. They had seen so many upsetting cases, it was a shame. That's their motivation to get up and speak for the people of Brown County.

Andy Pfotenhauer – Funeral Director, Pfotenhauer Funeral Home, Green Bay

Pfotenhauer informed that he was a 26 year Funeral Director in Green Bay; they had two locations. He had the wherewithal and the experience to have lived through both the Coroner system which they started in 1978-1992, at which time the taxpayers put out a referendum, and voted to this County Board to hire a doctor. That doctor was hired. These were real people and real families being represented here. These were their loved ones. He was here representing the client families that they serve. He came before this committee in January, it had taken five to six months for them to get this far. Their voices would not be heard to this day because those people do not know how to get through this system. He reiterated that it was imperative that they don't forget that these were real people, not fake people and fake families. They had sat through this system for 20 years status quo. There was good and there was bad and it has currently gotten worse.

They had to consider that their former ME was retired, this wasn't about personalities, whether they got their death certificates timely, whether they get their bodies here to satisfy families, it was to meet the needs of the clients who were there who were being represented by fireman. He had no objection to fireman. The county had a highbred system. They needed to take the next step. This was 20 years; the county had saved a tremendous amount of money. It was by far way past due to step it up. These families were suffering mentally and emotionally.

They were talking about increasing the credentials of the office of the ME which should have happened well before this. They needed to focus on accountability. If he had a complaint or he tried to come here with an answer or a problem representing a families best interest, he had to go behind the appointed County Executive, it landed on his desk and it may never get to the appropriate authorities, back to this Public Safety Committee. They had gone round and round on several occasions. This was their golden time. Brown County was getting to be the third largest county in the State of Wisconsin. They needed to start because it was 20 years too late already. They had the opportunity to walk away from this and say that they weren't going to spend pennies on the dollars to bring satisfaction to the members of the community.

With the permission of the families, Pfotenhauer held up three undetermined death certificates. A 77 year old female, he would think it would be the easiest case to have solved in Brown County. It starts as a cardiovascular accident because it was the assumption that they make when they get to the house. They fail to draw the blood test but do it a day later. Six months later a certified copy was marked pending and then marked undetermined. Yet the family doesn't deserve an answer on why their 77 year old mom was dead. That was insulting.

He respected counties such as Dane, Milwaukee, Fond du Lac. When he looked at the calls south of Brown County, where do they think they went for their autopsies, the last place they were coming was Brown County. There wasn't going to be a family in the world that was going to debate when they were going to release the body in a timely fashion or as timely as they possibly could because the families were going to get the answers they deserved from professionals, not people making their best judgments. These individuals study forensics. They didn't have to have a forensics lab.

Charapata added, with going back to the timeliness of everything, if they could keep this in Green Bay, he was all for a ME being here. He was against having it at Dane County because of the timeliness of getting the person back

to have visitation for the family and getting cremation permits as cremation was becoming more prevalent in today's society. When they obtained a cremation permit, they got it the day that they turned in their paperwork.

Mr. Pfothauer added that the question of accountability was going to be the biggest question for the taxpayers of Brown County. He felt Dane would be able to answer that because if they hired the detectives, the death investigators, they were in control and it was their license on the line. The last place their doctor would want to end up is the Wisconsin State Board when a complaint was filed.

Presentation by Dane County Medical Examiner re: transition from Coroner to Board Certified Medical Examiner.

Director of Administration Chad Weininger informed that during the 2015 budget there was a discussion on the County Board, a communication was then sent to Public Safety Committee, to look at what their options were for the ME's office. Weininger looked at options, keep the current ME system model, hire a Board Certified Forensic Pathologist or contract out with an existing organization that already had a system set up. He reached out to Dane County and talked to a number of other folks. In talking with Dane, they had gone through the same things that Brown County was asking them to look at. Weininger felt it would be very beneficial for the committee and the public to have a chance to hear from them in a number of fashions. The first would be how they made the change from Coroner to a Medical Forensic Pathologist. What the difference was between the services Brown County would receive versus what Dane County received. Hypothetically if they were to contract and not hire someone, how would that work and look?

Dr. Vincent Tranchida, Chief Medical Examiner of Dane and Rock County and Barry Irmen, Director of Operations, Dane and Rock County Medical Examiner's Office were present from Dane County.

Dr. Tranchida understood that Brown County was going through a very significant decision at this point. One of the first questions he received was could Dane bring an ME here or should Brown hire its own. To make it cost effective to hire a Physician Medical Examiner, they had done the calculations and worked on this quite some time, they would need to do at least 200 autopsies a year. Right now the numbers weren't there for Brown, Door and Oconto counties. If in the future, the numbers increased, then it became a cost effective proposition. Until then, it was his recommendation that Brown, Door and Oconto contract with another county. Dr. Tranchida stated this was a very significant decision to make and he wanted to share their experience. They had gone through this twice with Dane and Rock County. They had very similar experiences in both, so they felt there were some good patterns that might be helpful for Brown County as they made their decision.

Dr. Tranchida is a Forensic Pathologist. He completed his medical school degree at Wayne State University in Detroit, Michigan. He knew that he wanted to be a Trauma Surgeon or a Forensic Pathologist. After that he did a combined residency in Anatomic and Clinical Pathology at the University of Michigan in Ann Arbor, Michigan. It was during his time there that 9-11 happened and he went and volunteered his work there for the identification and recovery of human remains. He was completely enthralled by the work and they liked his work so he was invited to stay on. He bid the Forensic Pathology Fellowship at the office at the ME in New York City. He went on to do additional fellowships in Forensic Cardiac Pathology and Forensic Neuropathology. He worked there as a Senior ME for eight years before he accepted the position at Dane. He had been working on the transition from a Coroner system to a ME system for quite some time.

Dr. Tranchida spoke to a PowerPoint re: The Coroner to Medical Examiner System Transition – The Dane County Experience (attached) at this time.

During the presentation Dr. Tranchida responded to a previously concern. He informed that since he had arrived it had been his mission to complete autopsies the same day or the very next morning, to return the bodies back to the families in a timely manner. If an autopsy was done effectively, properly and thoroughly, there should be no need to hold that body for more than one day. He had taken photographs, samples of tissue and multiple fluids, and he had done diagrams and taken measurements. There was very little that could be done to that body that he had not already looked at. At that point, he was okay with the body's release. They return the bodies the same day or the next day. It was for their purposes as well, he wanted to do the autopsy as soon as possible. As soon as the body died, the body began to change and putrefy. The longer he waited for his examination the more the findings

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changed. So if he could get to the body the faster the better. That's when he got the best results, the most accurate results and the results that are least contaminated by putrefaction. He can say fairly safely that prolonged delays of 5-7 days doesn't happen with their agency and he encouraged that for whatever path Brown County decided to go on. Autopsies should be done very promptly.

Many of the times, these cases had significant criminal implications. They may have a killer out on the streets. Law enforcement needed what information they were given as soon as possible. Waiting 2-3 days to do the autopsy was not in the community's best interest. Occasionally a District Attorney (DA) would hold on to a body for a second autopsy if they needed to. Otherwise as soon as an autopsy was done in a high profile case or homicide case, they contacted the DA, obtain clearance and as far as they were concerned they were okay to release the body. They had not held the body more than one day for their purposes. Essentially before they let that body go, they make sure that all the partners have the information needed before the evidence was potentially lost (e.g., cremated).

In addition to the portion of the presentation re: "Release of information to the media", Dr. Tranchida informed that the ME's office will only release the name of the decedent and the manner of death to the media in a formal, brief statement and only after they had spoken with the family. Once the family had been notified and prepared and they had talked to the District Attorney's office and law enforcement partners do they release that information.

Supervisor Robinson informed that they referenced to this being the medical information for a patient, was it possible for the families to have a voice on whether or not the information should be released to the media? Irmen responded that generally the autopsy results or investigator results were protected information. There was some information that the media could get and it was appropriate that they had it. They worked with Corporation Counsel from the county they were dealing with to make sure that they believed the threshold had been met. Families had standing to get the information and that info could be released to them. That was the law, the way the statutes read. If the media came and asked cause of death, the media can know the manner – suicide, homicide, natural death, accident or undetermined, they were entitled to that as part of open records, not to autopsy reports.

In addition to the portion of the presentation, "Organ and Tissue Donation", Dr. Tranchida informed that another thing that needed to be done with whatever path Brown County chose was work with organ and tissue procurement organizations. This was a very challenging but necessary part of the job. If some good could come from a death and lives could be saved, they should do whatever was in their power to be able to do so. Dr. Tranchida was on the Board of the Organ Procurement Organization at the University of Wisconsin, they issued a policy for organ recovery in cases with criminal potential. This was a lot more complicated than it looked. If they had a child that suffered from fatal child abuse and that child was dying in the hospital, the Organ Procurement Organization was going to want to recover as many organs as they could to save other children's lives. However, those organs may be involved in the prosecution of that case. If you can't document that the liver was injured, spleen was lacerated, and kidneys were damaged, that could very significantly impair for the DA to prosecute that case. So having a very clear policy and requiring documentation of injuries such as CT scans, liver function tests, renal panels, they had to have that policy in place before they got into those circumstance because last thing they wanted to do was fight and argue while the clock was ticking at 3 a.m. and lives could be saved while also thinking about their prosecution. Physician Medical Examiners were present in the recovery of the organs in the operating room. They could personally testify that he had looked at the organs and they were perfectly functional. As you could imagine, it was a difficult thing for a lay person to do in this circumstance.

Responding to questions, Irmen informed that they started the recruitment for a Forensic Pathologist in 2006. Initially they tried to recruit a contractor to share amongst some counties. There was good support for that except from the forensic pathologist community who decided no one would apply. Also, just the autopsy medicine cost them \$350,000 and they could hire a doctor for that. With those savings, they could work towards paying some of their bills, costs associated with the autopsy process. It was very difficult to find a Pathologist; there were only 650 in the entire United States. They attempted to hire one under the same idea only making them an employee. But because they were building a brand new office, brand new in the fact that they would have their own Pathologist, they didn't get any takers on that either. They were forced at some level to move from a Coroner positions because their county was going to reach a population of 500,000. When you reach 500,000 people, you had to have a ME. It didn't have to be a Forensic Pathologist, it could be a Lay ME but it had to be one or the other. Because their County Board was fairly forward thinking, they decided that they would try to recruit a doctor, make him an

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employee and the Chief Medical Examiner for the county and it worked out. It took them more than a year to recruit Dr. Tranchida. They had a half a dozen applicants. Some had no qualifications and were fresh out of school and not appropriate for the job. Young Pathologists had no one to consult with and hadn't seen very much.

Then the problem was, they grew their outside county business and they needed another doctor. The first Forensic Pathologist will cover about four days a week. Doctors got vacation, weekends or a couple days during the week off, and they had continuing education requirements. They couldn't be on call 24/7, 365 days a year. Contrary to his last statement Dr. Tranchida did autopsies seven days a week for about 14 months and then they went to the county and stated they needed relief for Dr. Tranchida. In 2010 Dane County did 200 autopsies. They put out an RFP for a contractor and fortunately some doctors Dr. Tranchida knew in New York bid on the RFP and they had relief in that fashion for a while. In 2013 Dane County was supporting the process but not really realizing any advantage with the contracting, they had to pay those doctors to testify in court, not just for Dane County but other counties they did service for, so it wasn't really a good idea. Their county allowed them to recruit another doctor. They went through that twice and now had their Deputy ME.

Whatever Brown County decided as a whole, they would be helpful any way they'd like but it was extremely difficult to bring a doctor for one office. Currently there wasn't the caseload to support putting a Forensic Pathologist in Brown County. Dane County could put a doctor up here, the other three days a week they could send one out to do cases. It was difficult to put a doctor in a car, tie them up for two and a half hours to drive up and two hours back. It was not productive time. They were expensive and had limited hours in a day. At some point Irmen could image counties up here joining forces more than now, build more relationships and put a physician up here. That was obviously a good goal in the county's part.

Irmen felt they addressed most of the issues. Turnaround time was a reasonable concern. He informed that they had a transportation service in place for Rock County only. The proposal that they had offered Brown County Administration, they would expand that transportation service to Brown County. They moved bodies 24 hours a day. They could get a call tonight and a driver would pick up the decedent and move them to Dane and they could be the first autopsy at 8:30 a.m. and be back on the road at 10:30 a.m. In Dane County they used funeral homes to move bodies from death scenes to their facility. Dr. Tranchida informed that for the other counties that they served; they only provided autopsy service and testimony if that came up later one. They were trying to keep the costs to the counties as low as possible. The list of those counties, they only did their forensic autopsies when they ask them to. They don't have anyone locked into a contract.

Buckley asked Irmen to touch on the training part for the Deputy Investigators. When Rock County contracted with them they went through a recruitment process and brought their investigators to Dane County to train. Initially they trained with them six weeks, full time. Their investigators work six 12-hour shifts in a two week period and then they have eight additional hours for follow-up. Their investigators see, on the average a piece, 500 death scenes and decedents a year so it was easier to bring Rock County people to train in Dane because of the exposure of the calls. In Brown County, Door and Oconto, they would probably bring their lead investigator or Irmen and one of the doctors from time to time to do the initial startup training so they know where the threshold was. They would get those people to go on-call with them. If the calls came in when they weren't up here, the investigators would be at the other end of a cellphone from a doctor, a lead investigator or Irmen. He felt the training could be successful that way. The call-load in the counties were much lower so they don't get the immediate repetition but the support was always there. The responsibility of the doctors to clear cases would be more closely guarded initially because of the investigators. Dr. Tranchida added that it went directly to the doctor on each and every case. The big challenge and the big risk with the middle man was that a finding had to be recognized by the investigator and then had to be recognized by the person the investigator called before they contacted the doctor. In this case you cut out the middle person and the investigator can call the doctor directly. That clearance in each case with a physician was an extra level of security and making sure that something wasn't missed, which he felt was a critical part of the function. The more people in that chain before you get to the person with the answers the more the chance something would get missed.

Weininger informed that Dr. Tranchida and Irmen had a chance to sit down with their ME and look through the records. With the three counties they were on average doing 64 autopsies. Irmen stated that no one could come into their county and say that they were doing the wrong number of autopsies but they could speak from

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experience. Their autopsy percentages from his humble opinion were low. A Lay ME and a Coroner had to pay attention to the budget and they were accountable, when you had a Forensic Pathologist at least there was a match for the leadership so there was a good argument and good debate at least about budgets. They estimated that Brown, Door and Oconto Counties would do 85 autopsies conservatively and probably 10 additional external examinations. External exams might be done in a case of a single operator traffic crash and the driver died in the crash. There were witness statements that the person was manipulating the vehicle and had their head up so they don't know if it was a natural death or an accidental death, or an unfortunate suicide in a blocked and secured home where there was a suicide note. They still really needed to be looked at by a forensic pathologist to make sure that there was no way it could be other than a suicide, self-inflicted event. They were conservative numbers and they built in a buffer in for both ways in the proposal that they gave the county. It could be more than that. It was hard to come in, they don't know what the threshold was before, he talked to the former lay ME and he said he'd probably do 40% more autopsies if he had a Forensic Pathologist there.

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to open up the floor to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Rob Charapata – Rhodes-Charapata Funeral Home & Crematory

Because he was in Oconto County, the initial transportation from Oconto County, would that have to come to Brown County to be picked up? Weininger responded under this proposal it would stay the same way as it was now. If their funeral home would bring the body to St. Vincent, it would still go there, and it would be picked up and dropped off at St. Vincent. Charpata questioned if they would still pay the funeral home that would transfer to St. Vincent and back, Weininger responded, yes. Charpata questioned if there were potential problems transporting without refrigeration, placing in refrigeration at the hospital, taken back out of refrigeration to Dane County, the autopsy is done and back to Brown County? They know as funeral directors that if they aren't able to embalm within eight hours or less, that there were problems with the results that they get and that effects the families that they serve as well. He felt they had a great system and wished they were right in town. He had strong concerns about the families that they served and that the timeliness of things and the ability to present them their loved ones in great condition was the most concern. Tranchida agreed, the last viewing of their loved one was critical for closure. That said, he did believe that they were talking about a period of hours as opposed to days. With good refrigeration they should be able to adequately compensate for those spans of time during transit, which should not significantly affect the viewing much beyond what would have already occurred within the next day turnaround process. There were possible resolutions to that if they wanted to increase the refrigeration at St Vincent's and lower the temperature further, or put them in their freezer as opposed to the cooler, but he felt that was the best resolution he could offer other than have someone here to perform the autopsies the same day. Robinson questioned if they could have refrigeration in the vehicle. Irmen stated it was a possibility but a different investment for Dane County. Some of the cost would be passed on to Brown, Door and Oconto, it was not impossible.

Weininger informed that there was a discussion prior with Door County, if they could get to that 200 level, to make a Forensic Pathologist worth its salary, and if the board didn't decide to hire one, if they could group a few more counties together, they could have someone dedicated here full time. He had informal discussions with other counties. One county informed that they would be interested. Responding to Landwehr, Irmen informed that most counties in this area were going to UW Madison or Fond du Lac.

Andy Pfothenhauer – Funeral Director, Pfothenhauer Funeral Home, Green Bay

Responding to Pfothenhauer's concerns, Dr. Tranchida reiterated the "Law Enforcement" part of the presentation. He added that they wanted to make sure they didn't compromise law enforcements investigation and they wanted to make sure that they had access to the body in a timely fashion. They ask that a path be cleared and they approach the body in Tyvek full-body suits, gloves and masks. Their examination was limited to the body and the area of the body. If someone compromised the scene at that point, they were accountable to him as their supervisor but also they would be Brown, Door and Oconto County employees. He would give his comments or recommendations and it would be up to the individual counties to punish their employees. The chain of custody for toxicology specimens had to be maintained otherwise the values were meaningless. No matter what they got from their toxicology, it couldn't be used in court. As a result, they would be ultimately accountable for things like blood drawn or any evidence that was collected at the scene.

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Also responding to Pfothenauer's concern, Irmen informed that Dane County had looked at several options including doing a Request for Proposal (RFP) for a removal services. It was like saying Dane County would hire a funeral home or a removal service to do all of the removals and these were all the requirements. The funeral homes didn't like that idea, which he could appreciate. They depend on the funeral homes as good partners throughout the county. They contract with all the Madison funeral homes to make removals in the greater Madison area. If they were in a rural township in the bottom of the county, the family may tell them that they don't know the funeral home they were going to choose, so he could pick whoever was closest. Anytime the family chooses a funeral home, they use that funeral home even if the body was going to go back to their morgue. They had an agreement with those funeral homes that they don't pay a transport fee.

Shawn Neher – 1305 Portside Lane, Green Bay

Neher stated families had gone through some terrible experiences with the system that was in place now. He questioned, at what point did the county realize that the system was broken and what was the catalyst to get to this discussion now to try and change it? What he saw in the presentation, if that was in place when his son had passed away, they wouldn't have had to experience this. It was like there was a cure in one county and an epidemic in one county but this county couldn't do what the other county did to try and make it easier for the families in the transition from life to death and losing a loved one. Buckley responded that this discussion had been going on for quite some time and it had finally gotten to a point where things evolved to this point today. They were getting close to trying to determine which direction they were going, the existing direction that they were at now, hiring their own Forensic Pathologist or contracting out with people such as Dane County. Neher questioned if it was politics or blind ignorance that it has caused it to take this long? Buckley responded that there were politics. Neher questioned if it would have taken this long if one of those politicians had gone through what one of the family members had gone through, would this change happen a little quicker? Buckley responded that it was hard to say, they could push for a lot of things but it didn't mean it would move any faster. There were a lot of factors that went into it. Fortunately this was the perfect time for a change and they were trying to seize the moment and looking to make a change. It had been a long process; supervisors had been advocates pushing for quite some time.

Zima informed that a long time ago he was very much for keeping a Coroner system because he felt the Coroner was the person who had total authority over the scene. No one could interfere with the Coroner, not even the Sheriff. At the time the discussion came up it was switched to a ME. He didn't vote for it, he voted to keep the public's interest which he thought was through a Coroner. The whole argument at the time, which was carried today, was that they were going to increase professionalism and have a Forensic Pathologist on board. They did do that and went through a couple Pathologists. There were politics involved with those people and with various County Executives, etc. They had a part time interim person, which the County Executive at that time appointed permanently. They now had a person who was less qualified than a Coroner as the ME, he felt they basically held down the autopsies and they were a second rate county. He felt finally the majority of the board had a pretty frank discussion at their level and thanks to the leadership of the Public Safety Committee and some people from the community that came and spoke strongly, the County Board, he felt, saw that they had to make some kind of move to something better than what they had. He wanted to go to as much professionalism as they could. But they were still talking pennies as far as he was concerned. If it was up to him, he would want someone here all of the time.

Charlotte Gillis – Funeral Director, Blaney Funeral Home

Responding to Gillis' questions, Irmen stated that between Dane and Rock they will do 360-370 autopsies this year. If this moved forward they would recruit a third Forensic Pathologist. That would be the junior position, a Board Certified Forensic Pathologist or someone who was eligible to write their boards and train under their doctors. It could take approximately a year to find someone qualified. Dr. Tranchida stated that there were select periods that were really good for recruiting, when the fellowship years were ending and people were looking for jobs, that's when all the programs begin to look around to see what the availability was and when the best candidates get snatched up by big cities. It was their hope that during the time period they could try and recruit someone that might be a good fit. They had one before the current Deputy Chief Medical Examiner, she left due to homesickness.

Dr. Tranchida stated that regionalization was inevitable. He felt it was the trend of the United States, the trends of each individual state and the trend of the future. For better, for worse, the Coroner system was becoming a thing of the past. He didn't feel it made sense to create so much redundancy. Every county didn't need its own ME, its

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own autopsy table, its own morgue, its own toxicology contract, microbiology contract, and histology contract. Plus he felt also it was very important for counties to support each other and work as a team as opposed to every county doing their own individual thing. Whether it was them or someone else, eventually he felt Wisconsin would regionalize and be divided into forensic centers. They were also very concerned about making sure they don't bite off more than they can chew. What was most important to him was the quality of service didn't get compromised and once the quality of service got compromised that's when they will stop growing and they will know at that point. He was the first person to know when he was not satisfied and he was pretty vocal about it. With a Deputy ME and a potential third ME they would be alternating their on-call. He would have his week on-call but then have two weeks to do paperwork, catch up on testimony and resolve cases. They were looking at slides, interpreting reports, going through medical records, testifying, having meetings with law enforcement, the District Attorney's office, families and typing up reports and making sure that the death certificates were getting done.

In final, Dr. Tranchida reiterated that they were very interested and would be happy to help in any way that they could. They knew the county had to make this important decision, every county had to decide. They had this same experience when meeting with Rock and they gave La Crosse advice when they were thinking about their transition. Rock went with them and La Crosse decided to keep the Lay ME system. They had gone through this experience a couple times and learned what worked and what didn't.

Buckley felt if they had any more questions, they could talk with one of the County Board Supervisors.

Motion made by Supervisor Zima, seconded by Supervisor LaViolette to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

No closed session held.

1. Discussion with possible action regarding Medical Examiner options for Brown County with possible closed session.
 - a. **Open Session:** Discussion, information gathering and possible action regarding the options available to Brown County for Medical Examiner Services.
 - b. **Closed Session:** Notice is hereby given that the governmental body will adjourn into a closed session during the meeting for discussion as to contract strategies for the negotiation and bargaining as it relates to Medical Examiner Services pursuant to Wisconsin Statutes Section §19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - c. **Reconvene in Open Session:** Discussion and possible action as to options available to Brown County for Medical Examiner Services, and possibly contract negotiations and bargaining determinations.
2. Such other matters as authorized by law. None.
3. Adjourn.

Motion made by Supervisor La Violette, seconded by Supervisor Clancy to adjourn at 7:27 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

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**PROCEEDINGS OF THE BROWN COUNTY LOCAL EMERGENCY PLANNING
COMMITTEE – LEPC**

Pursuant to Section 19.84, Wis, Stats. A meeting of the **Brown County Local Emergency Planning Committee** was held on Tues March 10th, 2015 @13:30 pm, at De Pere City Hall.

PRESENT:, Leon Engler, Paul Gazdik, Dan Kane, Steve Johnson, Melissa Spielman, Tom Collins, Mark Thiry, David Litton, Jeremy Klingbeil, Mike Schoen, Emery Cooner

1. CALL MEETING TO ORDER:

The meeting was called to order by Tom Collins at 13:31.

2. APPROVAL OF AGENDA:

A MOTION WAS MADE by Tom Collins TO APPROVE THE AGENDA, Leon Seconded Vote taken, MOTION CARRIED UNANIMOUSLY

3. APPROVAL OF MINUTES:

A MOTION WAS MADE by Tom Collins TO APPROVE THE MINUTES, Mark Seconded Vote taken. MOTION CARRIED UNANIMOUSLY.

4. LEPC Round Table

- Nothing reported from Tom Collins.
- Nothing reported from Mike Schoen.
- Chief Litton reported concerns over losing the grant-funded reverse 911 system.
- Leon Engler reported the Salvation Army is reorganizing their Disaster Service area due to retirements of personnel. Updated information will be forwarded to EM.
- Commander Mark Thiry reported a tabletop meeting with the 432nd Civil Affairs Battalion. They talked about capabilities available for an ebola outbreak.
- Steve Johnson reported on his experience as a patient during the ebola exercise. He also reported on the CDC funding opportunities throughout the country for ebola preparedness.
- Nick from the Red Cross reported partnering with GBMFD with a smoke detector campaign. They are also following up with the local health departments in developing a family assistance center(s).
- Jeremy Klingbeil reported that they are working on a substation project on site.
- Nothing reported from Paul Gazdik
- Nothing reported from Emery Cooner.

5. COMMITTEE REPORTS:

A. PUBLIC INFORMATION AND EDUCATION COMMITTEE (PIE)

- PIE did not meet in the month of February because the Public Health Department was conducting a full-scale Ebola exercise with St. Vincent and Bellin Hospitals on the 10th.
- The Chair position remains open at this time. An email will be sent to all LEPC members with requests for nominations. All nominations should be forwarded to Paul.

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- B. EXECUTIVE COMMITTEE
- Request for members to review and update the current LEPC list. The updated list will be available on the LEPC website.
 - Discussion regarding nominations for LEPC Emergency Coordinator, LEPC Information Coordinator, and LEPC Compliance Inspector as outlined in the Brown County Local Emergency Planning Committee Bylaws. The stated positions are by appointment.
 - **A MOTION WAS MADE by Steve Johnson TO APPOINT THE BROWN COUNTY EMERGENCY MANAGEMENT DIRECTOR AS LEPC EMERGENCY COORDINATOR, Tom Seconded, Vote Taken, MOTION CARRIED UNANIMOUSLY**
 - **A MOTION WAS MADE by Tom Collins TO APPOINT THE BROWN COUNTY EMERGENCY MANAGEMENT COORDINATOR AS LEPC INFORMATION COORDINATOR, Mike Seconded, Vote taken, MOTION CARRIED UNANIMOUSLY**
 - **A MOTION WAS MADE by Chief David Litton TO APPOINT A WISCONSIN EMERGENCY MANAGEMENT REPRESENTATIVE AS LEPC COMPLIANCE INSPECTOR, Jeremy Seconded, Vote Taken, MOTION CARRIED UNANIMOUSLY.** The WEM representative is Cate Vogel who oversees WHOPRS program.
- C. PLANNING COMMITTEE
- BCEM Intern, Dan Kane did PPT on the De Pere Foundry in De Pere. There was discussion regarding sheltering of the population during a chemical release and options for community education and/or alerting. Brown County Emergency Management currently uses the IPAWS (Integrated Public Alert & Warning System).

6. OLD BUSINESS/OTHER BUSINESS

- A. ARES/RACES UPDATE
- No representatives were available
- B. RECENT SPILLS
- Paul reported 3 recent spills in the County. WPS had an oil spill, B/P reported a diesel spill, and an organic digester had reported a waste water spill.
- C. PUBLIC/PRIVATE PARTNERSHIP
- No representatives were available
- D. EM REPORT
- The EOC was being used by the Regional Hazmat team for a three-day training session on Radiation detection.
 - Paul reported the follow-up from the St. Mary's evacuation incident. 50 patients were evacuated and transported in under 3 hours.
 - BCEM participated in a full scale exercise on Feb 10th with the Brown County Public Health Dept. Paul would like to thank Dan Kane and Steve Johnson for their participation as patients in the exercise. An After Action Report will be available.
 - BCEM will be working with De Pere Fire and Police Departments to coordinate a MCI drill on April 30th. The response will be to an

active shooter incident at the St. Norbert College campus. The Brown County Dispatch Center and Regional Trauma Advisory Committee will also be involved with the exercise.

- There will be an Active Shooter Training, sponsored by the Wisconsin Department of Homeland Security on May 19th and 20th. The training will be for all interested public and private agencies and will be held at UWGB.

7. PUBLIC COMMENT

- None

8. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

9. ADJOURN

A MOTION WAS MADE BY TO ADJOURN AT 14:23 P.M. 2ND Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Melissa Spielman
EM Coordinator

PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf
Chief Ron Towns – Denmark PD
Chief David Litton – Green Bay Metro FD
Chief Kurt Minten – Lawrence FD
Chief Tom Kajawa – UW-Green Bay PD

Sheriff John Gossage – BC Sheriff
Chief Jeff Roemer – DP Fire/Rescue
Chief Tom Molitor – Green Bay PD
Chief Rich VanBoxtel – Oneida PD
Chief Perry Kingsbury – Wrightstown PD

Director Tom Madigan – County Rescue
Chief Derek Beiderwieden – DePere PD
Chief Randy Bani – Hobart/Lawrence PD
Chief Randall Dunford – Pulaski PD

The Brown County Public Safety Communications Advisory Board met on July 31, 2013 at 10:00 a.m.

Present: Eric Dunning, John Gossage, Larry Ulmer, Jeff Roemer, Derek Beiderwieden, David Litton, Tom Molitor, Kurt Minten, Rich VanBoxtel, Perry Kingsbury

Also Present: Keith Deneys, Cullen Peltier

Approval of the Agenda

Agenda has been amended adding “Approval of the Minutes.” Motion made to approve the agenda. Motion seconded. Agenda is approved as amended.

Approval of the Minutes

Motion made to approve the April 24, 2013 minutes. Motion seconded. Minutes are approved as presented.

Radio Project Update

Green Bay Police Department has been up since June 17th. Brown County Sheriff has been up for two weeks. The programming for Green Bay Fire is complete; have had equipment issues with the base station. DePere was brought up over the weekend and all is well. The audio issues with GBPD squads are frequency migration issues. Getting them aligned; only with existing radios that are being used. In the process of programming Ashwaubenon, when they are up then will combine 2 TTY positions. (Everyone in county will be on the same TTY, except GBPD will have a separate TTY). After that, the remaining law enforcement agencies will come over.

Program and install are 2 different tracts; all installs are ongoing.

The decommission work will lag into 2014 but will have very little effect on other agencies.

The state system is not scheduled to be up until the first quarter of 2014.

Still working on the BDA in the jail and courthouse. Estimated time of delivery is 4-6 weeks.

Communications Center Update

We are down 4 full time Telecommunication Operators. A new hire will begin August 7th. Overtime is down from last year even though we had quite a bit of overtime in July. A few adjustments were made for August to reduce some overtime.

The six new hires will be signed off phones next week and will be on their own.

Shift picks for 2014 will take place tomorrow. A new schedule of 10-hour shifts and 12-hour shifts will be implemented. The new schedule will go into effect January 19, 2014.

Phone/CAD Upgrades – Needs Assessment

Distributed Capital Improvement Plan Project Request Form for Computer Aided Dispatch/Phone System Upgrade. An ad hoc committee will be formed to come up with a scope and mission for the needs assessment. Each agency is to provide Cullen with names of personnel to sit on the committee.

Priority Dispatch – LE and Fire

Distribute Capital Improvement Plan Project Request Form to Implement EPD and EFD. We are currently using a standardized procedure from Priority Dispatch for EMS. Standardized procedures for EPD and EFD will enable dispatchers to drop the same notes for all agencies.

Change Management Process

Distributed Change Management documents. A Change Management process needs to be defined to manage any changes that may affect the whole radio system.

ACTION: Review the Change Management document for discussion at the next meeting. Change requests from any user will have to go through the process, with the exception of life safety issues, where the process can be streamlined to implement, and then come back to the Change Management team for approval.

Phone Tree

Discussed the possibility of implementing a phone tree for non-emergency calls. Currently, there is a lot of transferring of phone calls. Cullen discussed with Brown County IS department, calls cannot be automatically transferred; calls can only be transferred internally. Callers would have to hang up and dial again. The goal is to reduce the number of administrative calls in the center. Approximately 30,000 administrative calls are received compared to approximately 5,000 911 calls. Table for the time being.

Future Programming/System Key

Baycom holds the system key with a very limited number of child keys. Try to keep the number of system keys to as few as possible. (This will tie back to the Change Management process.)

2014 Budget

We are struggling with the 2014 budget. The levy is only \$4,000 over last year with increased maintenance costs related to the new radio system at \$160,000. One way we are looking at to address is to create an entry level Telecommunication Operator position.

The Assistant Director position was approved last month at the county board, however the position is not yet posted due to budget concerns.

Roundtable

Town of Lawrence has a new town hall with a grand opening scheduled for October.

DePere was issued their new portables on Saturday; they work excellent.

Roemer is frustrated over the lack of a written implementation plan for the radio system.

Litton also has concerns with no written document explaining what will happen as agencies switch over. Cullen reported that Baycom has agreed to give PSC a project management schedule.

Deneys is concerned with programming sensitivity. Cullen advised that the radios are programmed in milliseconds; check with Baycom to make adjustments.

Kingsbury questioned why there is an additional charge to program the modem. Cullen informed it was not part of the initial invoice.

Discussed the use of AVL for recommendations. Cullen explained the CAD system is based on jurisdiction for recommendations, not the closest unit.

Next Meeting

Next meeting will be Wednesday, October 23rd, 10:00 a.m. – PSC Training Room.

Adjourn

Motion made to adjourn. Motion seconded. Meeting adjourned at 11:10 a.m.



PETITIONS AND COMMUNICATIONS FORM
COMMON COUNCIL
CITY OF GREEN BAY

Brown County Board.

Date of Council Meeting: 5/20/15

Request of Alderperson Mike Holson

Refer to: Public Safety

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

Requesting the Brown County Corporation Council draft a resolution to the State of WI. in support drug testing individuals who receive public Assistance.

Andy Nichols #3

BOARD OF SUPERVISORS

Brown County



BROWN COUNTY
BOARD OF SUPERVISORS
GREEN BAY, WISCONSIN

Meeting Date: 5-20-15
Committee: County Board / Public Safety / Executive
Motion from the Floor/Late Communication

I make the following motion/late communication:

To have Administration work with Door
and Oconto Co. to Negotiate a Contract with
a County that currently has medical Forensics
pathologists that have the ability to bring on
Brown Co. and its Partners.

Signed:

Patricia J. Benke

District No.

11

(Please deliver to County Clerk after motion is made for recording into minutes.)

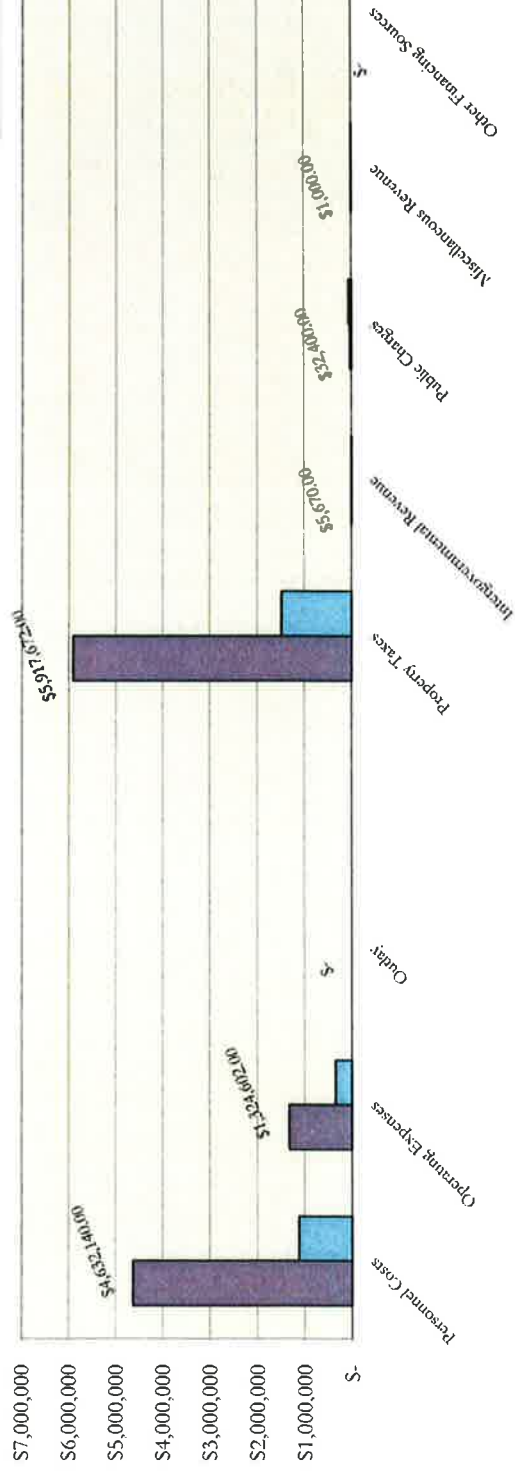


Brown County
Public Safety Communications
Budget Status Report

UNAUDITED

| | 3/31/2015 | |
|---------------------------|----------------|-----------------|
| | Annual | YTD |
| | Budget | Actual |
| Personnel Costs | \$4,632,140.00 | \$ 1,118,917.40 |
| Operating Expenses | \$1,324,602.00 | \$ 345,884.95 |
| Outlay | \$ - | \$ - |
| Property Taxes | \$5,917,672.00 | \$ 1,479,417.99 |
| Intergovernmental Revenue | \$ 5,670.00 | \$ 1,562.63 |
| Public Charges | \$ 32,400.00 | \$ 55,562.00 |
| Miscellaneous Revenue | \$ 1,000.00 | \$ 1,285.00 |
| Other Financing Sources | \$ - | \$ - |

Public Safety Communications - March 31, 2015





Account Classification

REVENUE

EXPENSE

100 - GF Totals

REVENUE TOTALS

EXPENSE TOTALS

100 - GF organic

Grave Totals

REVENUE TOTALS

EXPENSE TOTALS

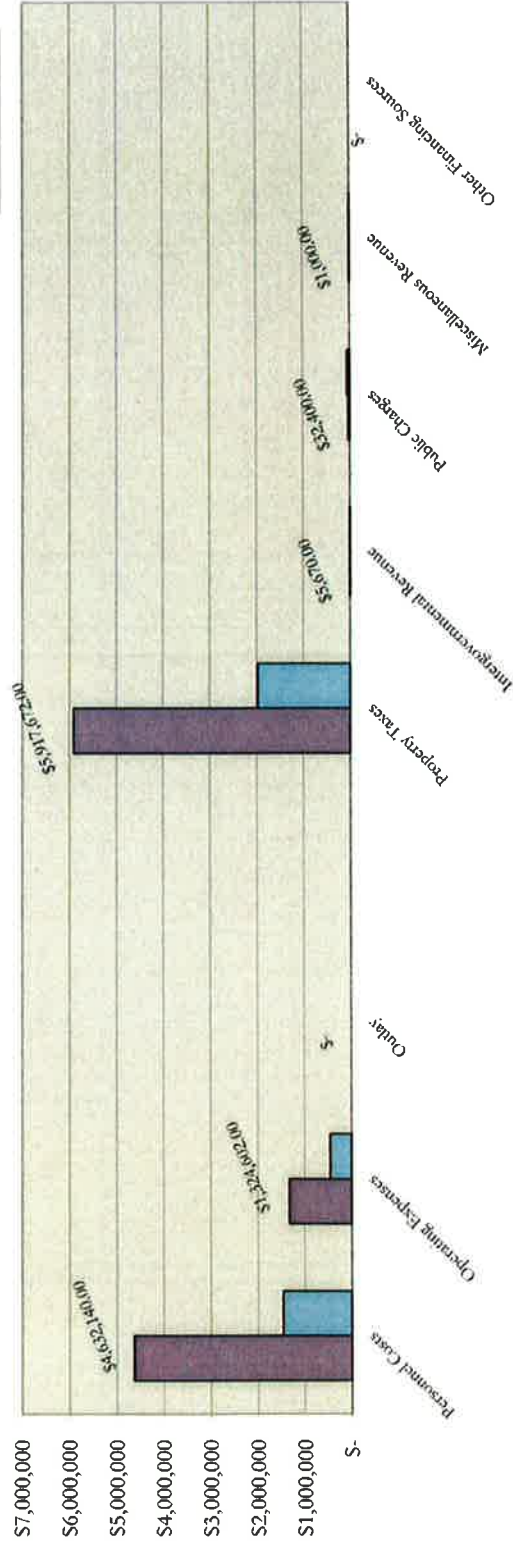
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****UNAUDITED****

Brown County
Public Safety Communications
Budget Status Report

| | 4/30/2015 | | |
|---------------------------|-----------------|-----------------|--|
| | Annual | YTD | |
| | Budget | Actual | |
| Personnel Costs | \$ 4,632,140.00 | \$ 1,460,854.16 | |
| Operating Expenses | \$ 1,324,602.00 | \$ 447,234.86 | |
| Outlay | \$ - | \$ - | |
| Property Taxes | \$ 5,917,672.00 | \$ 1,972,557.32 | |
| Intergovernmental Revenue | \$ 5,670.00 | \$ 2,244.45 | |
| Public Charges | \$ 32,400.00 | \$ 55,562.00 | |
| Miscellaneous Revenue | \$ 1,000.00 | \$ 2,025.00 | |
| Other Financing Sources | \$ - | \$ - | |

Public Safety Communications - April 30, 2015





Public Safety Communications April 2015

Through 04/30/15
Prior Fiscal Year Activity Included
Summary Listing

| Account Classification | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year YTD |
|-----------------------------|-----------------------|-------------------|-----------------------|----------------------------|-----------------------|-----------------------|---------------------------|---------------|-----------------------|
| Fund 100 - GF | | | | | | | | | |
| REVENUE | | | | | | | | | |
| Property taxes | 5,917,672.00 | .00 | 5,917,672.00 | 493,139.33 | .00 | 1,972,557.32 | 3,945,114.68 | 33 | 1,870,625.68 |
| Intergov. Revenue | 5,670.00 | .00 | 5,670.00 | 681.82 | .00 | 2,244.45 | 3,425.55 | 40 | 2,100.00 |
| Public Charges | 32,400.00 | .00 | 32,400.00 | .00 | .00 | 55,562.00 | (23,162.00) | 171 | 5,400.00 |
| Miscellaneous Revenue | 1,000.00 | .00 | 1,000.00 | 740.00 | .00 | 2,025.00 | (1,025.00) | 202 | 788.47 |
| Other Financing Sources | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| REVENUE TOTALS | \$5,956,742.00 | \$0.00 | \$5,956,742.00 | \$494,561.15 | \$0.00 | \$2,032,388.77 | \$3,924,353.23 | 34% | \$1,878,914.15 |
| EXPENSE | | | | | | | | | |
| Personnel Costs | 4,632,140.00 | .00 | 4,632,140.00 | 341,936.76 | .00 | 1,460,854.16 | 3,171,285.84 | 32 | 1,494,452.46 |
| Operating Expenses | 1,324,602.00 | .00 | 1,324,602.00 | 101,349.91 | 196,629.80 | 447,234.86 | 680,737.34 | 49 | 344,492.90 |
| Outlay | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| EXPENSE TOTALS | \$5,956,742.00 | \$0.00 | \$5,956,742.00 | \$443,286.67 | \$196,629.80 | \$1,908,089.02 | \$3,852,023.18 | 35% | \$1,838,945.36 |
| Fund 100 - GF Totals | | | | | | | | | |
| REVENUE TOTALS | 5,956,742.00 | .00 | 5,956,742.00 | 494,561.15 | .00 | 2,032,388.77 | 3,924,353.23 | 34 | 1,878,914.15 |
| EXPENSE TOTALS | 5,956,742.00 | .00 | 5,956,742.00 | 443,286.67 | 196,629.80 | 1,908,089.02 | 3,852,023.18 | 35 | 1,838,945.36 |
| Fund 100 - GF Totals | \$0.00 | \$0.00 | \$0.00 | \$51,274.48 | (\$196,629.80) | \$124,299.75 | \$72,330.05 | | \$39,968.79 |
| Grand Totals | | | | | | | | | |
| REVENUE TOTALS | 5,956,742.00 | .00 | 5,956,742.00 | 494,561.15 | .00 | 2,032,388.77 | 3,924,353.23 | 34 | 1,878,914.15 |
| EXPENSE TOTALS | 5,956,742.00 | .00 | 5,956,742.00 | 443,286.67 | 196,629.80 | 1,908,089.02 | 3,852,023.18 | 35 | 1,838,945.36 |
| Grand Totals | \$0.00 | \$0.00 | \$0.00 | \$51,274.48 | (\$196,629.80) | \$124,299.75 | \$72,330.05 | | \$39,968.79 |

5

BUDGET ADJUSTMENT REQUEST

15-36

Category

Approval Level

- | | | |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> 1 | Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 | Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 | Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 | Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) | Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) | Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 6 | Reallocation between two or more departments, regardless of amount | Oversight Comm 2/3 County Board |
| <input checked="" type="checkbox"/> 7 | Any increase in expenses with an offsetting increase in revenue | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 8 | Any allocation from a department's fund balance | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 9 | Any allocation from the County's General Fund | Oversight Comm Admin Committee 2/3 County Board |

Justification for Budget Change:

This Hazmat budget adjustment is to appropriate funding from Kewaunee County and the state of Wisconsin for Hazmat services at the Kewaunee Nuclear plant. These funds will be used for repairs and maintenance on air monitoring and calibration kits for response to the Nuclear plant. They were not budgeted because we did not anticipate receiving these funds **Budget impact: \$10,000**

| Increase | Decrease | Account # | Account Title | Amount |
|-------------------------------------|--------------------------|--------------------------|-----------------------------------|--------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 101.013.011.045.4700.003 | Intergovt charges Municipalities | 5,000 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 101.013.011.045.4700.002 | Intergovt charges State | 5,000 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 101.013.011.045.5307.100 | Repairs and maintenance Equipment | 10,000 |
| <input type="checkbox"/> | <input type="checkbox"/> | | | |

5/13/15

AUTHORIZATIONS


Signature of Department Head


Signature of BOA or Executive
Date: 5/15/15

Department: PSC
Date: 4-28-15

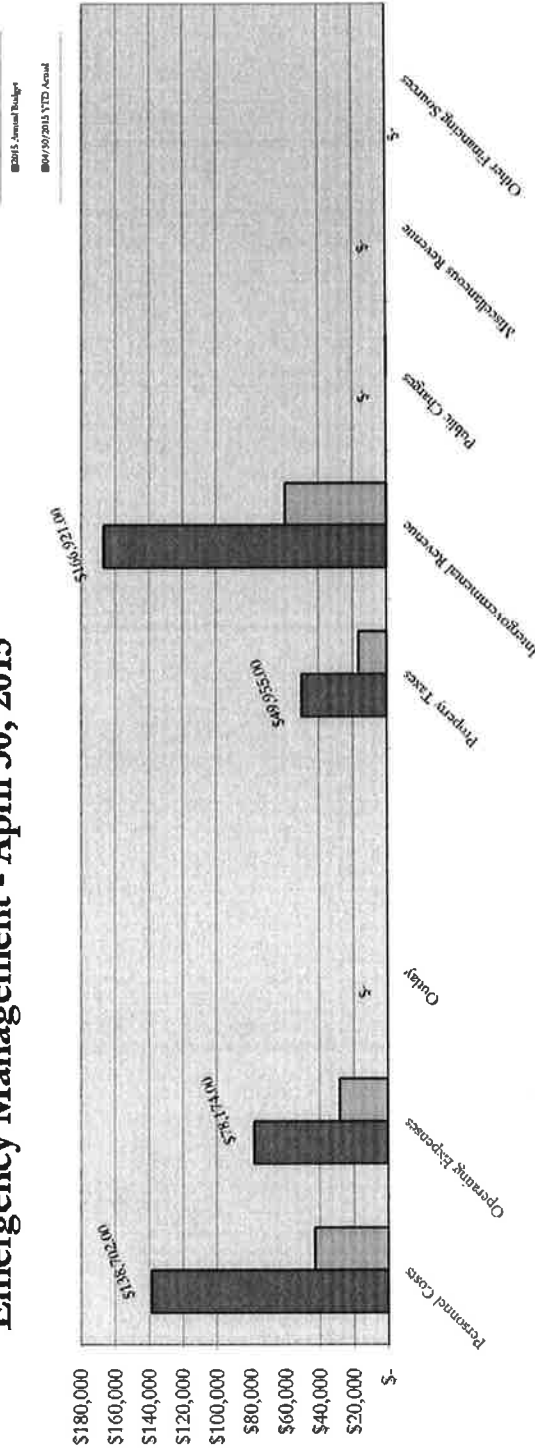
6

****UNAUDITED****

Brown County
Emergency Management
Budget Status Report

| | 4/30/2015 | |
|---------------------------|---------------|--------------|
| | Annual | YTD |
| | Budget | Actual |
| Personnel Costs | \$ 138,702.00 | \$ 43,076.29 |
| Operating Expenses | \$ 78,174.00 | \$ 28,257.16 |
| Outlay | \$ - | \$ - |
| Property Taxes | \$ 49,955.00 | \$ 16,651.68 |
| Intergovernmental Revenue | \$ 166,921.00 | \$ 59,473.29 |
| Public Charges | \$ - | \$ 29.95 |
| Miscellaneous Revenue | \$ - | \$ - |
| Other Financing Sources | \$ - | \$ - |

Emergency Management - April 30, 2015





Emergency Management April 2015

Through 04/30/15
Prior Fiscal Year Activity Included
Summary Listing

| Account Classification | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | Encumbrances | YTD Transactions | YTD Transactions | Budget - YTD Transactions | Rec'd | Prior Year YTD |
|-----------------------------|---------------------|-------------------|---------------------|----------------------------|---------------|--------------------|---------------------|---------------------------|--------------------|----------------|
| Fund 100 - GF | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Property taxes | 49,955.00 | .00 | 49,955.00 | 4,162.92 | .00 | 16,651.68 | 33,303.32 | 33 | 18,636.32 | |
| Intergov Revenue | 166,921.00 | .00 | 166,921.00 | 20,902.46 | .00 | 59,473.29 | 107,447.71 | 36 | 58,624.89 | |
| Public Charges | .00 | .00 | .00 | .00 | .00 | 29.95 | (29.95) | +++ | 179.70 | |
| Miscellaneous Revenue | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 | |
| Other Financing Sources | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 | |
| REVENUE TOTALS | \$216,876.00 | \$0.00 | \$216,876.00 | \$25,065.38 | \$0.00 | \$76,154.92 | \$140,721.08 | 35% | \$77,440.91 | |
| EXPENSE | | | | | | | | | | |
| Personnel Costs | 138,702.00 | .00 | 138,702.00 | 10,670.71 | .00 | 43,076.29 | 95,625.71 | 31 | 41,017.39 | |
| Operating Expenses | 78,174.00 | .00 | 78,174.00 | 13,232.76 | .00 | 28,257.16 | 49,916.84 | 36 | 30,071.86 | |
| Outlay | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 | |
| EXPENSE TOTALS | \$216,876.00 | \$0.00 | \$216,876.00 | \$23,903.47 | \$0.00 | \$71,333.45 | \$145,542.55 | 33% | \$71,089.25 | |
| Fund 100 - GF Totals | | | | | | | | | | |
| REVENUE TOTALS | 216,876.00 | .00 | 216,876.00 | 25,065.38 | .00 | 76,154.92 | 140,721.08 | 35% | 77,440.91 | |
| EXPENSE TOTALS | 216,876.00 | .00 | 216,876.00 | 23,903.47 | .00 | 71,333.45 | 145,542.55 | 33% | 71,089.25 | |
| Fund 100 - GF Totals | \$0.00 | \$0.00 | \$0.00 | \$1,161.91 | \$0.00 | \$4,821.47 | (\$4,821.47) | | \$6,351.66 | |
| Grand Totals | | | | | | | | | | |
| REVENUE TOTALS | 216,876.00 | .00 | 216,876.00 | 25,065.38 | .00 | 76,154.92 | 140,721.08 | 35% | 77,440.91 | |
| EXPENSE TOTALS | 216,876.00 | .00 | 216,876.00 | 23,903.47 | .00 | 71,333.45 | 145,542.55 | 33% | 71,089.25 | |
| Grand Totals | \$0.00 | \$0.00 | \$0.00 | \$1,161.91 | \$0.00 | \$4,821.47 | (\$4,821.47) | | \$6,351.66 | |

8

2015 Brown County Medical Examiner Activity Spreadsheet

| | Investigations | Auto | Ext | Cremations | Hospice | Suicides | Homicides | MVA | Non MVA Acc | Nat | Undet | Amd DC |
|-----------|----------------|------|-----|------------|---------|----------|-----------|-----|-------------|-----|-------|-----------|
| January | 83 | 5 | 1 | 116 | 43 | 3 | 0 | 2 | 10 | 69 | 0 | 0 |
| February | 82 | 4 | 1 | 77 | 52 | 1 | 1 | 1 | 8 | 71 | 0 | 0 |
| March | 91 | 4 | 5 | 109 | 50 | 3 | 0 | 1 | 12 | 77 | 0 | 0 |
| April | 84 | 2 | 2 | 86 | 48 | 1 | 1 | 1 | 6 | 75 | 0 | 0 |
| May | 74 | 5 | 1 | 61 | 40 | 1 | 0 | 2 | 3 | 68 | 0 | 3 pending |
| June | | | | | | | | | | | | |
| July | | | | | | | | | | | | |
| August | | | | | | | | | | | | |
| September | | | | | | | | | | | | |
| October | | | | | | | | | | | | |
| November | | | | | | | | | | | | |
| December | | | | | | | | | | | | |
| Totals | 414 | 20 | 10 | 449 | 233 | 9 | 2 | 7 | 39 | 360 | 0 | 0 |

| | | | | | | | | | | | | |
|-----------------------|-----|----|----|-----|-----|----|---|----|----|-----|---|---|
| <u>Previous Years</u> | | | | | | | | | | | | |
| End of May 2014 | 395 | 17 | 17 | 447 | 257 | 17 | 3 | 4 | 31 | 332 | 0 | 0 |
| End of May 2013 | 446 | 15 | 24 | 423 | 234 | 17 | 2 | 48 | 4 | 379 | 1 | 1 |

| | | | | | | | | | | | | |
|-----------------------|------|----|----|------|-----|----|---|----|----|-----|---|---|
| <u>Previous Years</u> | | | | | | | | | | | | |
| 2014 Totals | 1019 | 50 | 40 | 1118 | 613 | 34 | 5 | 9 | 82 | 882 | 2 | 0 |
| 2013 Totals | 1031 | 36 | 43 | 986 | 579 | 35 | 4 | 95 | 10 | 894 | 5 | 1 |

**Brown County
Medical Examiner
Budget Status Report**

BUDGET STATUS REPORT - April

| | Amended Annual Budget | YTD Actual | % Used/ Received |
|---------------------------|--------------------------|---------------|---------------------|
| Personnel Costs | 398,147 | 120,613 | 30.3% |
| Operating Expenses | 232,243 | 69,285 | 29.8% |
| Outlay | | | #DIV/0! |
| Property Taxes | 153,328 | 51,109 | 33.3% |
| Intergovernmental Revenue | 87,120 | 30,261 | 34.7% |
| Public Charges | 389,942 | 114,628 | 29.4% |
| Miscellaneous Revenue | | | #DIV/0! |
| Other Financing Sources | | | #DIV/0! |

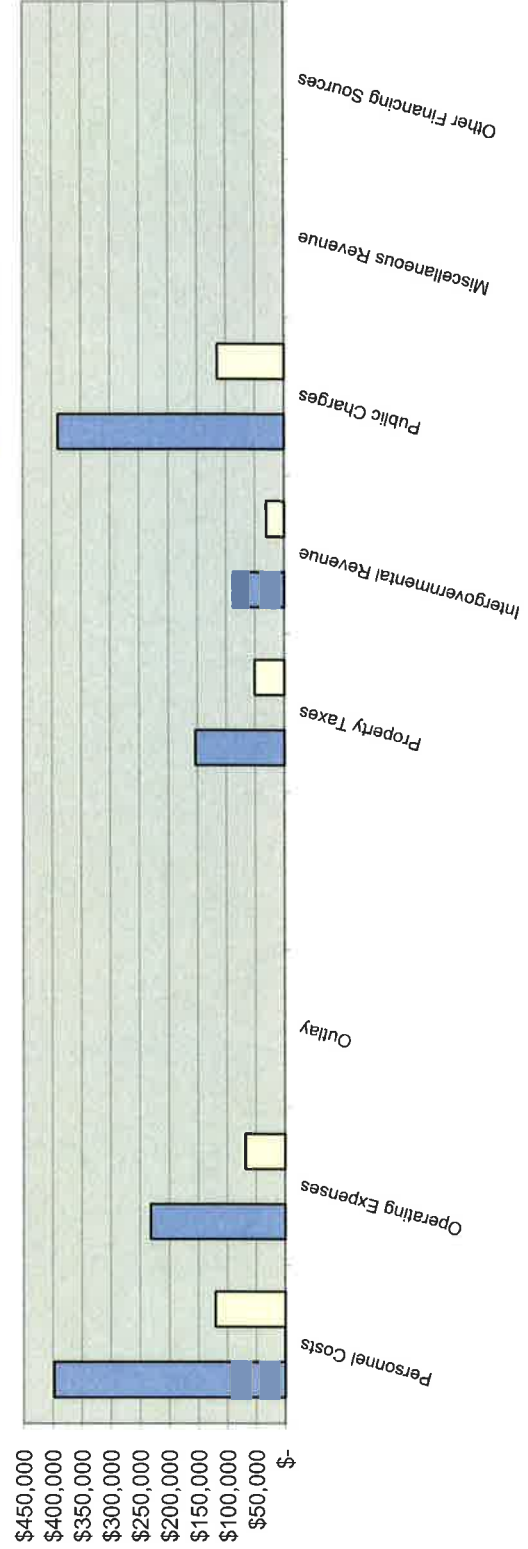
HIGHLIGHTS:

Expenses:

Revenues:

Medical Examiner - Final 2014

■ Amended Annual Budget
□ YTD Actual





Budget by Account Classification Report - Medical Examiner's Office

Through 04/30/15

Prior Fiscal Year Activity Included

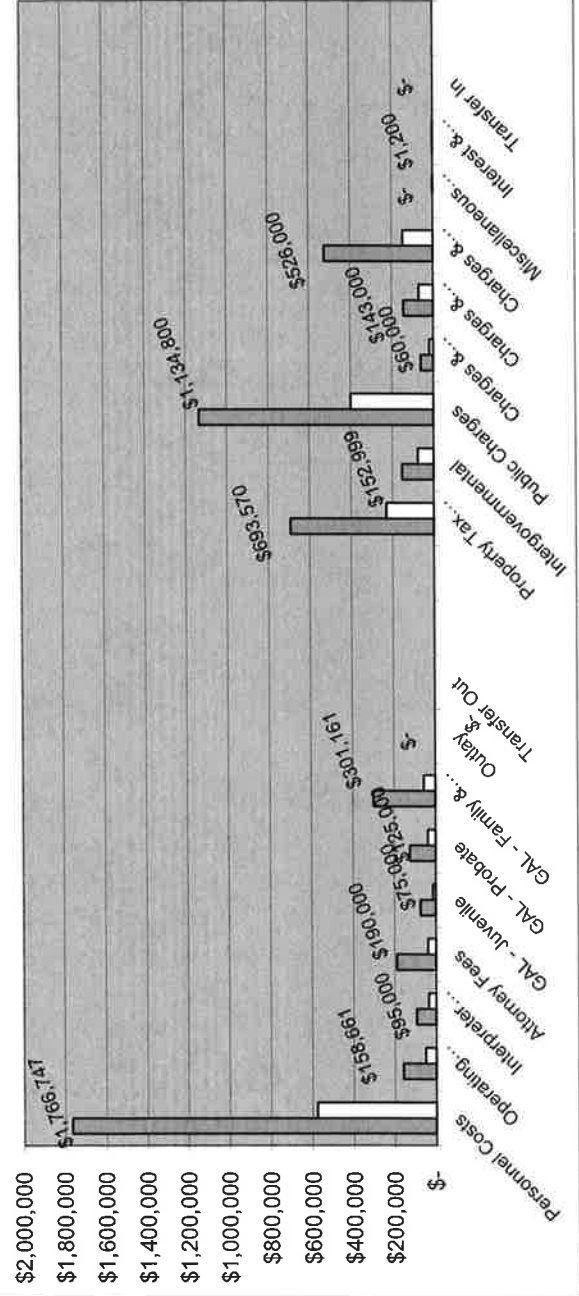
| Account Classification | | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/Rec'd | Prior Year Total |
|-------------------------|--|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|--------------|------------------|
| Fund 100 - GF | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Property taxes | | 153,328.00 | .00 | 153,328.00 | 12,777.33 | .00 | 51,109.32 | 102,218.68 | 33 | 149,626.00 |
| Intergov Revenue | | 87,120.00 | .00 | 87,120.00 | 7,426.92 | .00 | 30,260.74 | 56,859.26 | 35 | 95,769.60 |
| Public Charges | | 389,942.00 | .00 | 389,942.00 | 22,692.00 | .00 | 114,628.26 | 275,313.74 | 29 | 342,650.23 |
| Miscellaneous Revenue | | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| Other Financing Sources | | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| REVENUE TOTALS | | \$630,390.00 | \$0.00 | \$630,390.00 | \$42,896.25 | \$0.00 | \$195,998.32 | \$434,391.68 | 31% | \$588,045.83 |
| EXPENSE | | | | | | | | | | |
| Personnel Costs | | 398,147.00 | .00 | 398,147.00 | 24,534.98 | .00 | 120,612.59 | 277,534.41 | 30 | 312,202.36 |
| Operating Expenses | | 232,243.00 | .00 | 232,243.00 | 13,233.23 | .00 | 69,285.05 | 162,957.95 | 30 | 220,653.54 |
| EXPENSE TOTALS | | \$630,390.00 | \$0.00 | \$630,390.00 | \$37,768.21 | \$0.00 | \$189,897.64 | \$440,492.36 | 30% | \$532,855.90 |
| Fund 100 - GF Totals | | | | | | | | | | |
| Fund 100 - GF Totals | | \$0.00 | \$0.00 | \$0.00 | \$5,128.04 | \$0.00 | \$6,100.68 | (\$6,100.68) | | \$55,189.93 |
| Grand Totals | | | | | | | | | | |
| Grand Totals | | \$0.00 | \$0.00 | \$0.00 | \$5,128.04 | \$0.00 | \$6,100.68 | (\$6,100.68) | | \$55,189.93 |
| Fund 100 - GF Totals | | | | | | | | | | |
| Fund 100 - GF Totals | | \$0.00 | \$0.00 | \$0.00 | \$5,128.04 | \$0.00 | \$6,100.68 | (\$6,100.68) | | \$55,189.93 |
| Grand Totals | | | | | | | | | | |
| Grand Totals | | \$0.00 | \$0.00 | \$0.00 | \$5,128.04 | \$0.00 | \$6,100.68 | (\$6,100.68) | | \$55,189.93 |

4/30/2015

| | Annual Budget | YTD Actual |
|--------------------------------|---------------|------------|
| Personnel Costs | \$ 1,766,747 | \$ 578,333 |
| Operating Expenses | \$ 158,661 | \$ 51,625 |
| Interpreter Services | \$ 95,000 | \$ 34,733 |
| Attorney Fees | \$ 190,000 | \$ 38,817 |
| GAL - Juvenile | \$ 75,000 | \$ 13,505 |
| GAL - Probate | \$ 125,000 | \$ 36,768 |
| GAL - Family & Paternity | \$ 301,161 | \$ 56,505 |
| Outlay | \$ - | \$ - |
| Transfer Out | \$ - | \$ - |
| | | \$ 810,285 |
| Property Tax Revenue | \$ 693,570 | \$ 231,190 |
| Intergovernmental | \$ 152,999 | \$ 76,500 |
| Public Charges | \$ 1,134,800 | \$ 399,726 |
| Charges & Fees - Interpreter | \$ 60,000 | \$ 18,389 |
| Charges & Fees - Atty Fees | \$ 143,000 | \$ 68,131 |
| Charges & Fees - GAL Fees | \$ 526,000 | \$ 145,719 |
| Miscellaneous Rev | \$ - | \$ 16 |
| Interest & Investment Earnings | \$ 1,200 | \$ 428 |
| Transfer In | \$ - | \$ - |
| | | \$ 940,097 |

Clerk of Courts - April 2015

■ Annual Budget
□ YTD Actual



12



For Month Ended 4/30/2015

Fiscal Year to Date 04/30/15

Include Rollup Account and Rollup to Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|------------------------------------------------|-----------------------------------------------------|----------------|-------------------|----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 100 - GF | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Department 012 - Clerk of Courts | | | | | | | | | | |
| Division 001 - General | | | | | | | | | | |
| 4100 | General property taxes | 693,570.00 | .00 | 693,570.00 | 57,797.50 | .00 | 231,190.00 | 462,380.00 | 33 | 672,857.00 |
| 4302 | State grant and aid revenue | 152,999.00 | .00 | 152,999.00 | .00 | .00 | 76,499.50 | 76,499.50 | 50 | 151,997.50 |
| 4401 Licenses | | | | | | | | | | |
| 4401.123 | Licenses Occupational | 800.00 | .00 | 800.00 | .00 | .00 | 60.00 | 740.00 | 8 | 720.00 |
| 4401 - Licenses Totals | | | | | | | | | | |
| | | \$800.00 | \$0.00 | \$800.00 | \$0.00 | \$0.00 | \$60.00 | \$740.00 | 8% | \$720.00 |
| 4500 | County ordinance forfeitures | 240,000.00 | .00 | 240,000.00 | 23,774.45 | .00 | 108,367.63 | 131,632.37 | 45 | 234,828.62 |
| 4503 | Penal fines for civil fees | 350,000.00 | .00 | 350,000.00 | 26,169.81 | .00 | 113,220.14 | 236,779.86 | 32 | 282,134.01 |
| 4505 | Bail forfeitures | 105,000.00 | .00 | 105,000.00 | 2,588.18 | .00 | 13,376.92 | 91,623.08 | 13 | 115,283.02 |
| 4600 Charges and fees | | | | | | | | | | |
| 4600.120 | Charges and fees Clerk of court | 174,000.00 | .00 | 174,000.00 | 15,005.76 | .00 | 65,780.79 | 108,219.21 | 38 | 93,993.48 |
| 4600.121 | Charges and fees Court | 265,000.00 | .00 | 265,000.00 | 22,691.40 | .00 | 98,920.85 | 166,079.15 | 37 | 280,972.50 |
| 4600.122 | Charges and fees Interpreter | 60,000.00 | .00 | 60,000.00 | 18,388.68 | .00 | 18,388.68 | 41,611.32 | 31 | 61,770.53 |
| 4600.123 | Charges and fees Attorney | 143,000.00 | .00 | 143,000.00 | 12,989.93 | .00 | 68,130.74 | 74,869.26 | 48 | 184,369.06 |
| 4600.124 | Charges and fees Guardian Ad Litem | 526,000.00 | .00 | 526,000.00 | 31,832.20 | .00 | 145,718.51 | 380,281.49 | 28 | 440,799.03 |
| 4600 - Charges and fees Totals | | | | | | | | | | |
| | | \$1,168,000.00 | \$0.00 | \$1,168,000.00 | \$100,907.97 | \$0.00 | \$396,939.57 | \$771,060.43 | 34% | \$1,061,904.60 |
| 4900 | Miscellaneous | .00 | .00 | .00 | .00 | .00 | 16.00 | (16.00) | +++ | .00 |
| 4905 | Interest | 1,200.00 | .00 | 1,200.00 | 269.58 | .00 | 427.55 | 772.45 | 36 | 1,264.54 |
| 9002 Transfer in | | | | | | | | | | |
| 9002.200 | Transfer in HR | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 7,272.47 |
| 9002 - Transfer in Totals | | | | | | | | | | |
| | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | +++ | \$7,272.47 |
| Division 001 - General Totals | | | | | | | | | | |
| | | \$2,711,569.00 | \$0.00 | \$2,711,569.00 | \$211,507.49 | \$0.00 | \$940,097.31 | \$1,771,471.69 | 35% | \$2,528,261.76 |
| Department 012 - Clerk of Courts Totals | | | | | | | | | | |
| | | \$2,711,569.00 | \$0.00 | \$2,711,569.00 | \$211,507.49 | \$0.00 | \$940,097.31 | \$1,771,471.69 | 35% | \$2,528,261.76 |
| REVENUE TOTALS | | | | | | | | | | |
| | | \$2,711,569.00 | \$0.00 | \$2,711,569.00 | \$211,507.49 | \$0.00 | \$940,097.31 | \$1,771,471.69 | 35% | \$2,528,261.76 |
| EXPENSE | | | | | | | | | | |
| Department 012 - Clerk of Courts | | | | | | | | | | |
| Division 001 - General | | | | | | | | | | |
| Regular earnings | | | | | | | | | | |
| 5100 | Regular earnings | 1,272,566.00 | .00 | 1,272,566.00 | 83,181.54 | .00 | 349,724.90 | 922,841.10 | 27 | 1,059,052.39 |
| 5100.998 | Regular earnings Budget only | (32,850.00) | .00 | (32,850.00) | .00 | .00 | .00 | (32,850.00) | 0 | .00 |
| 5100 - Regular earnings Totals | | | | | | | | | | |
| | | \$1,239,716.00 | \$0.00 | \$1,239,716.00 | \$83,181.54 | \$0.00 | \$349,724.90 | \$889,991.10 | 28% | \$1,059,052.39 |
| 5102 Paid leave earnings | | | | | | | | | | |
| 5102.100 | Paid leave earnings Paid Leave | .00 | .00 | .00 | 6,922.66 | .00 | 26,710.60 | (26,710.60) | +++ | 106,855.57 |
| 5102.200 | Paid leave earnings Personal | .00 | .00 | .00 | 1,497.40 | .00 | 8,705.91 | (8,705.91) | +++ | 17,428.26 |
| 5102.300 | Paid leave earnings Casual | .00 | .00 | .00 | 1,470.30 | .00 | 5,791.26 | (5,791.26) | +++ | 22,641.82 |
| 5102.500 | Paid leave earnings Holiday | .00 | .00 | .00 | .00 | .00 | 4,726.41 | (4,726.41) | +++ | 36,544.99 |
| 5102.600 | Paid leave earnings Other (funeral, jury duty, etc) | .00 | .00 | .00 | .00 | .00 | 1,415.84 | (1,415.84) | +++ | 3,428.12 |
| 5102 - Paid leave earnings Totals | | | | | | | | | | |
| | | \$0.00 | \$0.00 | \$0.00 | \$9,890.36 | \$0.00 | \$47,350.02 | (\$47,350.02) | +++ | \$186,898.76 |



For Month Ended 4/30/2015

Fiscal Year to Date 04/30/15
Include Rollup Account and Rollup to Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year Total |
|----------------------|------------------------------------------------|----------------------|-------------------|----------------------|----------------------------|------------------|---------------------|---------------------------|---------------|----------------------|
| Fund 100 - GF | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department | 012 - Clerk of Courts | | | | | | | | | |
| Division | 001 - General | | | | | | | | | |
| 5103 | Premium | | | | | | | | | |
| 5103.000 | Premium Overtime | 3,000.00 | .00 | 3,000.00 | .00 | .00 | 40.64 | 2,959.36 | 1 | 698.44 |
| 5103.100 | Premium Comp time | .00 | .00 | .00 | .00 | .00 | 40.75 | (40.75) | +++ | 632.74 |
| | 5103 - Premium Totals | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 | \$0.00 | \$81.39 | \$2,918.61 | 3% | \$1,331.18 |
| 5109 | Salaries reimbursement | | | | | | | | | |
| 5109.100 | Salaries reimbursement Short term disability | .00 | .00 | .00 | .00 | .00 | (2,812.46) | 2,812.46 | +++ | (12,690.89) |
| 5109.200 | Salaries reimbursement IV-D | (18,000.00) | .00 | (18,000.00) | (1,341.31) | .00 | (5,365.24) | (12,634.76) | 30 | (15,896.28) |
| | 5109 - Salaries reimbursement Totals | (\$18,000.00) | \$0.00 | (\$18,000.00) | (\$1,341.31) | \$0.00 | (\$8,177.70) | (\$9,822.30) | 45% | (\$28,587.17) |
| 5110 | Fringe benefits | | | | | | | | | |
| 5110.100 | Fringe benefits FICA | 93,753.00 | .00 | 93,753.00 | 6,697.93 | .00 | 28,584.94 | 65,168.06 | 30 | 89,324.18 |
| 5110.110 | Fringe benefits Unemployment compensation | 3,188.00 | .00 | 3,188.00 | 307.92 | .00 | 1,319.95 | 1,868.05 | 41 | 4,317.44 |
| 5110.200 | Fringe benefits Health Insurance | 303,254.00 | .00 | 303,254.00 | 25,309.96 | .00 | 115,722.98 | 187,531.02 | 38 | 307,637.22 |
| 5110.210 | Fringe benefits Dental Insurance | 29,704.00 | .00 | 29,704.00 | 2,234.90 | .00 | 10,199.37 | 19,504.63 | 34 | 27,102.94 |
| 5110.220 | Fringe benefits Life Insurance | 3,663.00 | .00 | 3,663.00 | 201.40 | .00 | 1,118.09 | 2,544.91 | 31 | 3,062.00 |
| 5110.230 | Fringe benefits LT disability insurance | 4,797.00 | .00 | 4,797.00 | 362.94 | .00 | 1,504.36 | 3,292.64 | 31 | 4,468.87 |
| 5110.235 | Fringe benefits Disability insurance | 10,976.00 | .00 | 10,976.00 | 915.00 | .00 | 3,660.00 | 7,316.00 | 33 | 10,976.40 |
| 5110.240 | Fringe benefits Workers compensation insurance | 1,394.00 | .00 | 1,394.00 | 116.00 | .00 | 464.00 | 930.00 | 33 | 1,401.00 |
| 5110.300 | Fringe benefits Retirement | 89,813.00 | .00 | 89,813.00 | 6,283.61 | .00 | 26,780.48 | 63,032.52 | 30 | 86,329.03 |
| 5110.310 | Fringe benefits Retirement credit | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 2,565.74 |
| | 5110 - Fringe benefits Totals | \$540,542.00 | \$0.00 | \$540,542.00 | \$42,429.66 | \$0.00 | \$189,354.17 | \$351,187.83 | 35% | \$537,184.82 |
| 5198 | Fringe benefits - Budget only | 1,489.00 | .00 | 1,489.00 | .00 | .00 | .00 | 1,489.00 | 0 | .00 |
| 5300 | Supplies | | | | | | | | | |
| 5300 | Supplies | 11,265.00 | .00 | 11,265.00 | 1,011.71 | .00 | 2,169.72 | 9,095.28 | 19 | 9,137.01 |
| 5300.001 | Supplies Office | 8,000.00 | .00 | 8,000.00 | 1,708.40 | .00 | 3,657.12 | 4,342.88 | 46 | 8,331.92 |
| 5300.004 | Supplies Postage | 33,000.00 | .00 | 33,000.00 | 3,012.52 | .00 | 11,629.92 | 21,370.08 | 35 | 33,885.31 |
| | 5300 - Supplies Totals | \$52,265.00 | \$0.00 | \$52,265.00 | \$5,732.63 | \$0.00 | \$17,456.76 | \$34,808.24 | 33% | \$51,354.24 |
| 5304 | Printing | | | | | | | | | |
| 5304 | Printing | 2,200.00 | .00 | 2,200.00 | .00 | .00 | 3,146.39 | (946.39) | 143 | 2,161.43 |
| 5304.100 | Printing Forms | 800.00 | .00 | 800.00 | .00 | .00 | .00 | 800.00 | 0 | 751.31 |
| | 5304 - Printing Totals | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 | \$0.00 | \$3,146.39 | (\$146.39) | 105% | \$2,912.74 |
| 5305 | Dues and memberships | 250.00 | .00 | 250.00 | 85.00 | .00 | 300.00 | (50.00) | 120 | 250.00 |
| 5330 | Books, periodicals, subscription | .00 | 350.00 | 350.00 | 34.39 | .00 | 34.39 | 315.61 | 10 | .00 |
| 5340 | Travel and training | 1,200.00 | (350.00) | 850.00 | 143.30 | .00 | 493.50 | 356.50 | 58 | 466.88 |
| 5410 | Insurance | | | | | | | | | |
| 5410.400 | Insurance Bond | 147.00 | .00 | 147.00 | .00 | .00 | .00 | 147.00 | 0 | 142.25 |
| | 5410 - Insurance Totals | \$147.00 | \$0.00 | \$147.00 | \$0.00 | \$0.00 | \$0.00 | \$147.00 | 0% | \$142.25 |
| 5505 | Telephone | 1,100.00 | .00 | 1,100.00 | 80.74 | .00 | 242.22 | 857.78 | 22 | 980.19 |



For Month Ended 4/30/2015

Fiscal Year to Date 04/30/15
Include Rollup Account and Rollup to Account

| Account | Account Description | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | Encumbrances | YTD Transactions | Budget - YTD Transactions | % Used/Rec'd | Prior Year Total |
|------------------------------------------------|-------------------------------------------|-----------------------|-------------------|-----------------------|----------------------------|---------------|---------------------|---------------------------|--------------|-----------------------|
| Fund 100 - GF | | | | | | | | | | |
| EXPENSE | | | | | | | | | | |
| Department 012 - Clerk of Courts | | | | | | | | | | |
| Division 001 - General | | | | | | | | | | |
| Intra-county expense | | | | | | | | | | |
| 5601 | Intra-county expense Technology services | 8,113.00 | .00 | 8,113.00 | 418.16 | .00 | 2,742.53 | 5,370.47 | 34 | 8,019.77 |
| 5601.200 | Intra-county expense Insurance | 10,464.00 | .00 | 10,464.00 | 872.00 | .00 | 3,488.00 | 6,976.00 | 33 | 11,301.96 |
| 5601.300 | Intra-county expense Other departmental | .00 | .00 | .00 | 30.00 | .00 | 30.00 | (30.00) | +++ | .00 |
| 5601.400 | Intra-county expense Copy center | 20,000.00 | .00 | 20,000.00 | 2,515.81 | .00 | 8,565.69 | 11,434.31 | 43 | 19,391.66 |
| 5601.450 | Intra-county expense Departmental copiers | 4,725.00 | .00 | 4,725.00 | 393.75 | .00 | 1,575.00 | 3,150.00 | 33 | 4,725.00 |
| 5601.550 | Intra-county expense Document center | 46,397.00 | .00 | 46,397.00 | 3,147.29 | .00 | 10,298.54 | 36,098.46 | 22 | .00 |
| 5601 - Intra-county expense Totals | | \$89,699.00 | \$0.00 | \$89,699.00 | \$7,377.01 | \$0.00 | \$26,699.76 | \$62,999.24 | 30% | \$43,438.39 |
| 5700 | Contracted services | 11,000.00 | .00 | 11,000.00 | 965.30 | .00 | 3,251.84 | 7,748.16 | 30 | 13,298.37 |
| 5784 | Interpreter services | 95,000.00 | .00 | 95,000.00 | 11,614.36 | .00 | 34,732.67 | 60,267.33 | 37 | 103,434.51 |
| 5785 | Attorney Fees | 190,000.00 | .00 | 190,000.00 | 12,139.36 | .00 | 38,817.13 | 151,182.87 | 20 | 230,759.02 |
| Guardian Ad Litem | | | | | | | | | | |
| 5787 | Guardian Ad Litem Juvenile | 75,000.00 | .00 | 75,000.00 | 6,832.00 | .00 | 13,504.50 | 61,495.50 | 18 | 78,975.03 |
| 5787.200 | Guardian Ad Litem Probate | 125,000.00 | .00 | 125,000.00 | 19,797.06 | .00 | 36,767.73 | 88,232.27 | 29 | 147,790.53 |
| 5787.300 | Guardian Ad Litem Family & Paternity | 301,161.00 | .00 | 301,161.00 | 38,297.03 | .00 | 56,505.36 | 244,655.64 | 19 | 394,780.46 |
| 5787 - Guardian Ad Litem Totals | | \$501,161.00 | \$0.00 | \$501,161.00 | \$64,926.09 | \$0.00 | \$106,777.59 | \$394,383.41 | 21% | \$621,546.02 |
| Division 001 - General Totals | | \$2,711,569.00 | \$0.00 | \$2,711,569.00 | \$237,258.43 | \$0.00 | \$810,285.03 | \$1,901,283.97 | 30% | \$2,824,462.59 |
| Department 012 - Clerk of Courts Totals | | \$2,711,569.00 | \$0.00 | \$2,711,569.00 | \$237,258.43 | \$0.00 | \$810,285.03 | \$1,901,283.97 | 30% | \$2,824,462.59 |
| EXPENSE TOTALS | | \$2,711,569.00 | \$0.00 | \$2,711,569.00 | \$237,258.43 | \$0.00 | \$810,285.03 | \$1,901,283.97 | 30% | \$2,824,462.59 |
| Fund 100 - GF Totals | | | | | | | | | | |
| REVENUE TOTALS | | 2,711,569.00 | .00 | 2,711,569.00 | 211,507.49 | .00 | 940,097.31 | 1,771,471.69 | 35 | 2,528,261.76 |
| EXPENSE TOTALS | | 2,711,569.00 | .00 | 2,711,569.00 | 237,258.43 | .00 | 810,285.03 | 1,901,283.97 | 30 | 2,824,462.59 |
| Grand Totals | | \$0.00 | \$0.00 | \$0.00 | (\$25,750.94) | \$0.00 | \$129,812.28 | (\$129,812.28) | | (\$296,200.83) |

Loehlein, Alicia A.

From: John VanderLeest <John.VanderLeest@wicourts.gov>
Sent: Monday, May 11, 2015 12:39 PM
To: Farr_AM_contact; Winiecki_AM_contact; Hanson_AR_contact; Frisque_BJ_contact; Holda_BA_contact; Krueger_BK_contact; Schaus_CA_contact; Newtols_CE_contact; Reimer_CA_contact; Neerdaels_CM_contact; Grissman_CL_contact; Willems_DA_contact; Donna Cornelisen; Martzahl_DM_contact; Mason_DD_contact; Meyers_DA_contact; Williams_JL_contact; Olson_JM_contact; VanderLeest_JA_contact; Krings_JM_contact; Daul_JA_contact; Hornburg_JM_contact; Heisler_JA_contact; Oconnor_KL_contact; Katie Liegeois; Brehmer_KJ_contact; Hanson_LA_contact; Basten_NA_contact; LaReau_SA_contact; Rettmann_TL_contact; Lusardi_WJ_contact; Anderson_YJ_contact
Cc: Connell, Christina M.; Giannunzio, Therese G.; Loehlein, Alicia A.
Subject: Chief Deputy appointment for Clerk of Courts

I'm excited to announce that Donna Martzahl will be my Chief Deputy. This appointment will be effective immediately.

Donna has been a great employee in Brown County and has a strong knowledge base from working for Brown County Clerk of Courts for many years. She currently serves as the Court Coordinator in Branch 7.

I will be starting the process to find Donna's Court Coordinator replacement for Branch 7 this week.

Let me know if you have any questions.

John A. Vander Leest
Brown County Clerk of Courts
920-448-4179
John.Vanderleest@wicourts.gov

- *"Do not let what you cannot do interfere with what you can do." -- John R. Wooden*

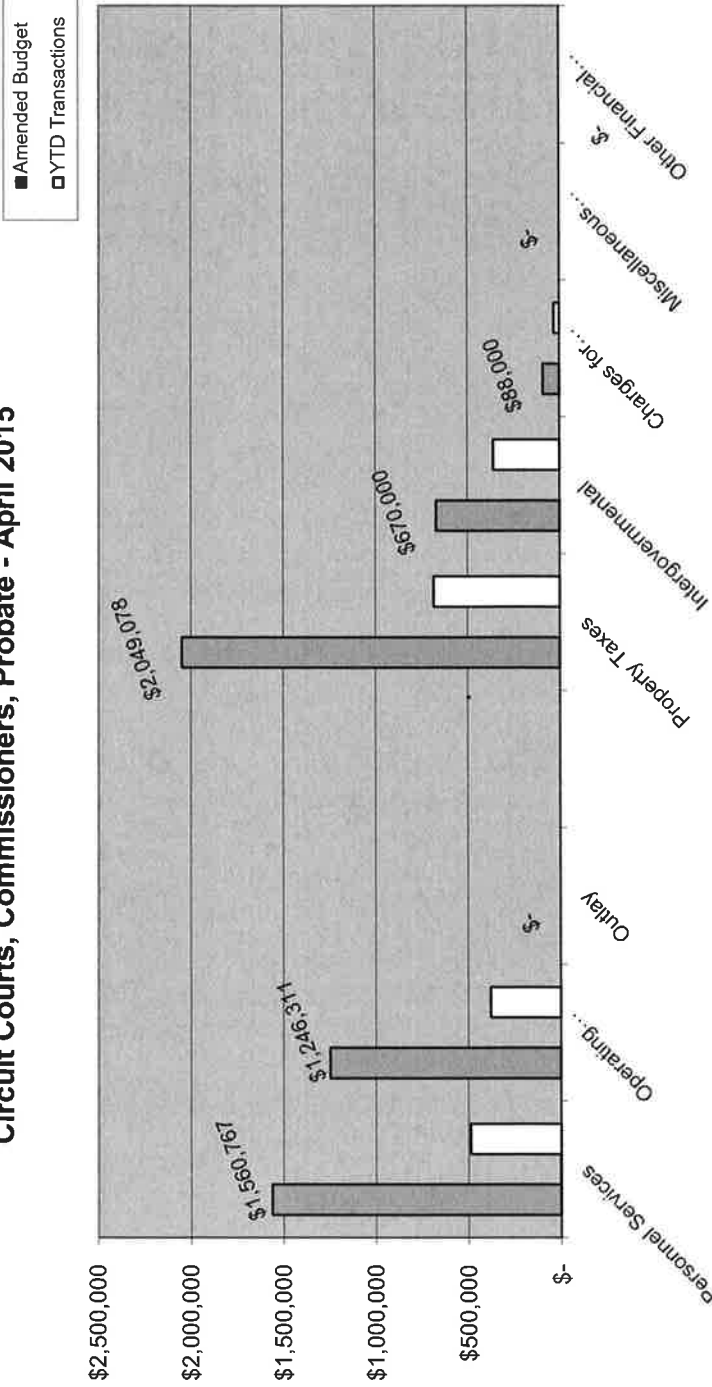
Brown County

Circuit Courts 1-8, Court Commissioners, Register in Probate

Budget Status Report - April 2015

| | Amended Budget | YTD Transactions |
|------------------------------|----------------|------------------|
| Personnel Services | \$ 1,560,767 | \$ 487,690 |
| Operating Expenses | \$ 1,246,311 | \$ 378,495 |
| Outlay | \$ - | \$ - |
| Property Taxes | \$ 2,049,078 | \$ 683,026 |
| Intergovernmental | \$ 670,000 | \$ 358,528 |
| Charges for Sales & Services | \$ 88,000 | \$ 29,283 |
| Miscellaneous Revenue | \$ - | \$ - |
| Other Financial Sources | \$ - | \$ - |

Circuit Courts, Commissioners, Probate - April 2015





Courts/Comm/Probate (April 2015)

Through 04/30/15
Prior Fiscal Year Activity Included
Summary Listing

| Account Classification | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | % used/ Rec'd | Prior Year YTD |
|-----------------------------|-----------------------|-------------------|-----------------------|----------------------------|----------------------|-----------------------|---------------------------|---------------|-----------------------|
| Fund 100 - GF | | | | | | | | | |
| REVENUE | | | | | | | | | |
| Property taxes | 2,049,078.00 | .00 | 2,049,078.00 | 170,756.50 | .00 | 683,026.00 | 1,366,052.00 | 33 | 675,875.68 |
| Intergov Revenue | 670,000.00 | .00 | 670,000.00 | .00 | .00 | 358,528.00 | 311,472.00 | 54 | 312,657.00 |
| Public Charges | 88,000.00 | .00 | 88,000.00 | 8,159.31 | .00 | 29,282.95 | 58,717.05 | 33 | 25,927.41 |
| Miscellaneous Revenue | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| Other Financing Sources | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| REVENUE TOTALS | \$2,807,078.00 | \$0.00 | \$2,807,078.00 | \$178,915.81 | \$0.00 | \$1,070,836.95 | \$1,736,241.05 | 38% | \$1,014,460.09 |
| EXPENSE | | | | | | | | | |
| Personnel Costs | 1,560,767.00 | .00 | 1,560,767.00 | 119,975.82 | .00 | 487,689.68 | 1,073,077.32 | 31 | 490,897.86 |
| Operating Expenses | 1,246,311.00 | .00 | 1,246,311.00 | 90,736.51 | 17,571.00 | 378,494.98 | 850,245.02 | 32 | 360,922.26 |
| Outlay | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| EXPENSE TOTALS | \$2,807,078.00 | \$0.00 | \$2,807,078.00 | \$210,712.33 | \$17,571.00 | \$866,184.66 | \$1,923,322.34 | 31% | \$851,820.12 |
| Fund 100 - GF Totals | | | | | | | | | |
| REVENUE TOTALS | 2,807,078.00 | .00 | 2,807,078.00 | 178,915.81 | .00 | 1,070,836.95 | 1,736,241.05 | 38 | 1,014,460.09 |
| EXPENSE TOTALS | 2,807,078.00 | .00 | 2,807,078.00 | 210,712.33 | 17,571.00 | 866,184.66 | 1,923,322.34 | 31 | 851,820.12 |
| Fund 100 - GF Totals | \$0.00 | \$0.00 | \$0.00 | (\$31,796.52) | (\$17,571.00) | \$204,652.29 | (\$187,081.29) | | \$162,639.97 |
| Grand Totals | | | | | | | | | |
| REVENUE TOTALS | 2,807,078.00 | .00 | 2,807,078.00 | 178,915.81 | .00 | 1,070,836.95 | 1,736,241.05 | 38 | 1,014,460.09 |
| EXPENSE TOTALS | 2,807,078.00 | .00 | 2,807,078.00 | 210,712.33 | 17,571.00 | 866,184.66 | 1,923,322.34 | 31 | 851,820.12 |
| Grand Totals | \$0.00 | \$0.00 | \$0.00 | (\$31,796.52) | (\$17,571.00) | \$204,652.29 | (\$187,081.29) | | \$162,639.97 |

Brown County
Sheriff's Office
Budget Status Report

BUDGET STATUS REPORT

| | Amended Annual Budget | YTD Actual | % Used/ Received |
|---------------------------|--------------------------|---------------|---------------------|
| Personnel Costs | 28,186,747 | 8,599,105 | 30.5% |
| Operating Expenses | 8,006,033 | 2,580,928 | 32.2% |
| Outlay | 391,871 | 337,690 | 86.2% |
| Property Taxes | 27,556,318 | 9,185,439 | 33.3% |
| Intergovernmental Revenue | 6,507,500 | 2,157,628 | 33.2% |
| Public Charges | 1,822,065 | 582,237 | 32.0% |
| Miscellaneous Revenue | 510,518 | 102,010 | 20.0% |
| Other Financing Sources | 188,250 | 118,250 | 62.8% |

Incl. Sheriff's Office and DARE fund combined

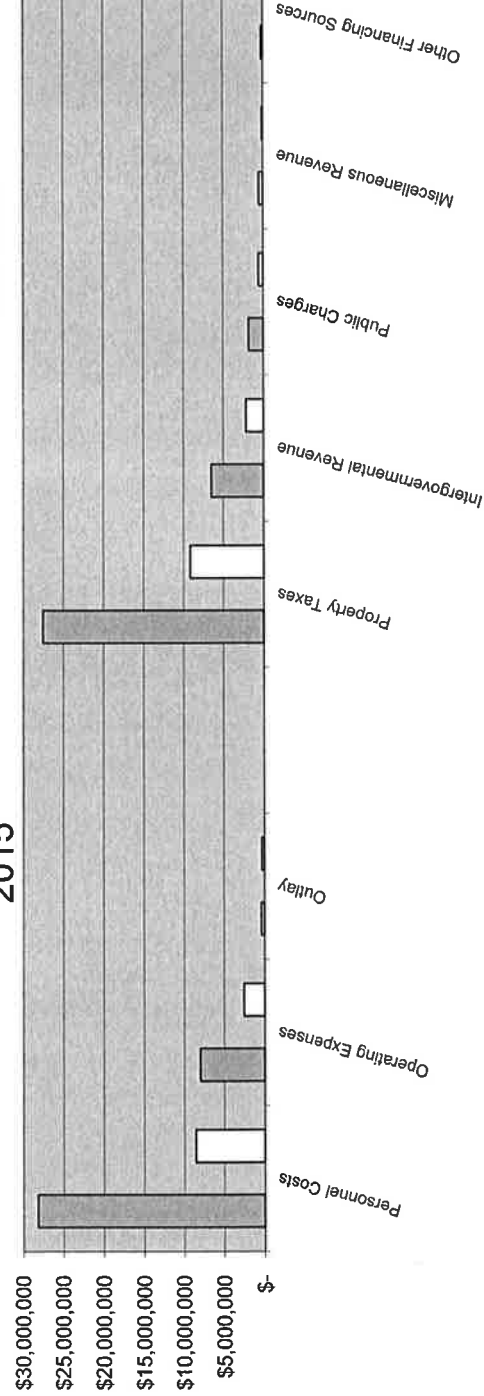
HIGHLIGHTS:

Expenses: Overall expenses through Apr. were 32% of total budget. Personnel costs as a whole were at 31% of budget. It is typical to be a bit under 33% at this time of the year. Operating expenses overall were at 33% of budget. Outlay was at 91% of budget, reflecting the majority of purchases made early in the year.

Revenues: Overall revenues through Apr. were at 33% of total budget. Jail boarding revenues are running ahead of budget but Jail phone commissions are down as a result of regulatory changes that began to be seen in later 2014.

Sheriff's Office - April,
2015

■ Amended Annual Budget
□ YTD Actual





Sheriff's Office Budget by Account Classification Report

Through 04/30/15

Prior Fiscal Year Activity Included

| Account Classification | Adopted Budget | Budget Amendments | Amended Budget | Current Month Transactions | YTD Encumbrances | YTD Transactions | Budget - YTD Transactions | Rec'd % used/ | Prior Year Total |
|-------------------------------|-----------------|-------------------|-----------------|----------------------------|------------------|------------------|---------------------------|---------------|------------------|
| Fund 100 - GF | | | | | | | | | |
| REVENUE | | | | | | | | | |
| Property taxes | 27,556,318.00 | .00 | 27,556,318.00 | 2,296,359.83 | .00 | 9,185,439.32 | 18,370,878.68 | 33 | 28,028,908.00 |
| Intergov Revenue | 6,420,773.00 | 86,727.00 | 6,507,500.00 | 545,956.72 | .00 | 2,157,628.20 | 4,349,871.80 | 33 | 6,656,324.21 |
| Public Charges | 1,829,265.00 | (7,200.00) | 1,822,065.00 | 164,420.67 | .00 | 582,237.28 | 1,239,827.72 | 32 | 1,866,201.66 |
| Miscellaneous Revenue | 246,715.00 | 16,141.00 | 262,856.00 | 19,733.18 | .00 | 102,010.35 | 160,845.65 | 39 | 346,332.65 |
| Other Financing Sources | 70,000.00 | 118,250.00 | 188,250.00 | .00 | .00 | 118,250.00 | 70,000.00 | 63 | 261,532.89 |
| REVENUE TOTALS | \$36,123,071.00 | \$213,918.00 | \$36,336,989.00 | \$3,026,470.40 | \$0.00 | \$12,145,565.15 | \$24,191,423.85 | 33% | \$37,159,299.41 |
| EXPENSE | | | | | | | | | |
| Personnel Costs | 27,916,045.00 | 56,000.00 | 27,972,045.00 | 2,138,800.13 | .00 | 8,536,758.20 | 19,435,286.80 | 31 | 28,048,879.27 |
| Operating Expenses | 7,946,932.00 | 26,141.00 | 7,973,073.00 | 618,929.84 | 40,855.44 | 2,578,248.07 | 5,353,969.49 | 33 | 8,356,608.69 |
| Outlay | 260,094.00 | 131,777.00 | 391,871.00 | 187,607.00 | 19,054.78 | 337,690.17 | 35,126.05 | 91 | 321,889.68 |
| EXPENSE TOTALS | \$36,123,071.00 | \$213,918.00 | \$36,336,989.00 | \$2,945,336.97 | \$59,910.22 | \$11,452,696.44 | \$24,824,382.34 | 32% | \$36,727,377.64 |
| Fund 100 - GF Totals | | | | | | | | | |
| REVENUE TOTALS | 36,123,071.00 | 213,918.00 | 36,336,989.00 | 3,026,470.40 | .00 | 12,145,565.15 | 24,191,423.85 | 33 | 37,159,299.41 |
| EXPENSE TOTALS | 36,123,071.00 | 213,918.00 | 36,336,989.00 | 2,945,336.97 | 59,910.22 | 11,452,696.44 | 24,824,382.34 | 32 | 36,727,377.64 |
| Fund 100 - GF Totals | \$0.00 | \$0.00 | \$0.00 | \$81,133.43 | (\$59,910.22) | \$692,868.71 | (\$632,958.49) | | \$431,921.77 |
| Fund 150 - DARE | | | | | | | | | |
| REVENUE | | | | | | | | | |
| Property taxes | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| Intergov Revenue | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | .00 |
| Miscellaneous Revenue | 247,662.00 | .00 | 247,662.00 | .00 | .00 | .00 | 247,662.00 | 0 | 208,132.00 |
| Other Financing Sources | .00 | .00 | .00 | .00 | .00 | .00 | .00 | +++ | 13,492.40 |
| REVENUE TOTALS | \$247,662.00 | \$0.00 | \$247,662.00 | \$0.00 | \$0.00 | \$0.00 | \$247,662.00 | 0% | \$221,624.40 |
| Personnel Costs | 214,702.00 | .00 | 214,702.00 | 15,084.13 | .00 | 62,346.57 | 152,355.43 | 29 | 197,138.89 |
| Operating Expenses | 32,960.00 | .00 | 32,960.00 | 278.70 | .00 | 2,680.36 | 30,279.64 | 8 | 8,926.84 |
| EXPENSE TOTALS | \$247,662.00 | \$0.00 | \$247,662.00 | \$15,362.83 | \$0.00 | \$65,026.93 | \$182,635.07 | 26% | \$206,065.73 |
| Fund 150 - DARE Totals | | | | | | | | | |
| REVENUE TOTALS | 247,662.00 | .00 | 247,662.00 | .00 | .00 | .00 | 247,662.00 | 0 | 221,624.40 |
| EXPENSE TOTALS | 247,662.00 | .00 | 247,662.00 | 15,362.83 | .00 | 65,026.93 | 182,635.07 | 26 | 206,065.73 |
| Fund 150 - DARE Totals | \$0.00 | \$0.00 | \$0.00 | (\$15,362.83) | \$0.00 | (\$65,026.93) | \$65,026.93 | | \$15,558.67 |
| Grand Totals | | | | | | | | | |
| REVENUE TOTALS | 36,370,733.00 | 213,918.00 | 36,584,651.00 | 3,026,470.40 | .00 | 12,145,565.15 | 24,439,085.85 | 33 | 37,380,923.81 |
| EXPENSE TOTALS | 36,370,733.00 | 213,918.00 | 36,584,651.00 | 2,960,699.80 | 59,910.22 | 11,517,723.37 | 25,007,017.41 | 32 | 36,933,443.37 |
| Grand Totals | \$0.00 | \$0.00 | \$0.00 | \$65,770.60 | (\$59,910.22) | \$627,841.78 | (\$567,931.56) | | \$447,480.44 |

16

BUDGET ADJUSTMENT REQUEST

15-31

Category

Approval Level

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm 2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm Admin Committee 2/3 County Board |

Justification for Budget Change:

This request is to increase overtime and fringe benefits to reflect participation in a multi-jurisdictional OWI grant from the Wis. DOT BOTS Office. This grant is administered by the Green Bay Police Dept. and runs through Sept. 2015. Increased expenses are offset by grant revenue.

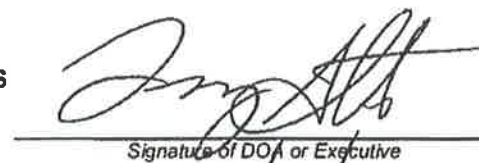
This is an annual grant program that has been provided to the City and other jurisdictions in prior years. However, it was not included in the 2015 budget because the amount had not been determined when the budget was created. This adjustment is for only the calendar year 2015 portion – est. to be \$23,000.

Increase revenues \$23,000 offset by increase in expenses of \$23,000. No tax levy effect.

| Increase | Decrease | Account # | Account Title | Amount |
|-------------------------------------|--------------------------|----------------------|------------------------|----------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.070.4301 | Federal grants | \$23,000 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.070.5103.000 | Premium overtime | \$19,550 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.070.5110.100 | Fringe benefits – FICA | \$3,450 |
| <input type="checkbox"/> | <input type="checkbox"/> | | | |


 Signature of Department Head
 Department: Sheriff
 Date: 04/17/15

AUTHORIZATIONS


 Signature of DOA or Executive
 Date: 4/21/15

BUDGET ADJUSTMENT REQUEST

15-32

Category

Approval Level

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm 2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm Admin Committee 2/3 County Board |

Justification for Budget Change:

This request is to increase overtime and fringe benefits to reflect participation in a Wis. DOT BOTS Alcohol enforcement grant.. This grant runs June 1 – Aug 31, 2015 only. Increased expenses are offset by grant revenue. This grant was not included in the 2015 budget because it had not been determined if it would be funded until recently.

Increase revenues \$19,850 offset by increase in expenses of \$19,850. No tax levy effect.

| Increase | Decrease | Account # | Account Title | Amount |
|-------------------------------------|--------------------------|----------------------|------------------------|----------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.070.4301 | Federal grants | \$19,850 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.070.5103.000 | Premium overtime | \$16,870 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.070.5110.100 | Fringe benefits – FICA | \$2,980 |
| <input type="checkbox"/> | <input type="checkbox"/> | | | |

AUTHORIZATIONS

Signature of Department Head

Department: SHERIFF

Date: 04/17/15

Signature of DOA or Executive

Date: 4/21/15

BUDGET ADJUSTMENT REQUEST

15-33

Category

Approval Level

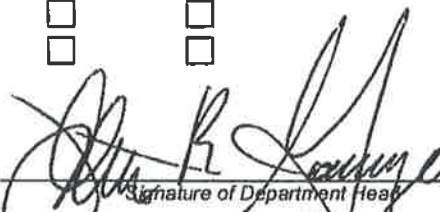
- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm 2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm ^{4/1} 2/3 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm Admin Committee 2/3 County Board |

Justification for Budget Change:

This budget adjustment increases revenues and expenses for participation in a 2015 training grant passed through the Wisconsin Emergency Management for NTOA SWAT Team Leader Development. The grant funds the cost of attending a national conference. There is no match requirement and no cost to the county.

Increase in travel/training expenses \$1,500, offset by increase in grant revenues of \$1,500. No levy impact

| Increase | Decrease | Account # | Account Title | Amount |
|-------------------------------------|--------------------------|------------------|---------------------|--------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.074.5340 | Travel and training | 1,500 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 100.074.074.4301 | Federal grants | 1,500 |
| <input type="checkbox"/> | <input type="checkbox"/> | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | | | |


 Signature of Department Head
 Department: Sheriff
 Date: 04/17/15

AUTHORIZATIONS


 Signature of DOA or Executive
 Date: 4/21/15

BUDGET ADJUSTMENT REQUEST

15-39

Category

Approval Level

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: | Director of Admin |
| • Reallocation to another account strictly for tracking or accounting purposes | |
| • Allocation of budgeted prior year grant not completed in the prior year | |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount | Oversight Comm 2/3 County Board |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue | Oversight Comm ✓ 2/3 County Board |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance | Oversight Comm 2/3 County Board |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund | Oversight Comm Admin Committee 2/3 County Board |

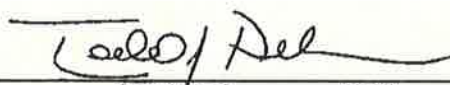
Justification for Budget Change:

This request is to increase federal asset forfeiture revenue by \$10,000 and use that increase to develop a new records and informant management system for the Drug Task Force, similar to a system that is successfully being used at the Green Bay Police Department. This expense was authorized by the Drug Task Force and Violent Crime Oversight Board on 5/12/15. Federal forfeiture revenue is already \$21,756 more than the amended budget amount and overall revenue for the fund is at 88% of the annual budget through April.

This budget adjustment does not affect tax levy dollars.

Increase in revenues - \$10,000, increase in expenses - \$10,000.

| Increase | Decrease | Account # | Account Title | Amount |
|-------------------------------------|--------------------------|----------------------|--------------------------|---------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 152.074.077.4506.401 | Asset seizures - federal | 10,000 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 152.074.077.5700 | Contracted services | 10,000 ² |
| <input type="checkbox"/> | <input type="checkbox"/> | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | | | |



 Signature of Department Head
 Department: Police
 Date: 5-18-15

AUTHORIZATIONS



 Signature of BOA or Executive
 Date: 5/26/15